



Hawk Wash

PROFESSIONAL WINDOW CLEANING

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ City State ZIP Code

Phone: () E-mail Address: _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a crime? YES NO If yes, explain: _____

A conviction will not necessarily, depending on job, disqualify an applicant from employment.

Education

High School: _____ Address: _____
Did you graduate? YES NO Degree: _____

College: _____ Address: _____
Did you graduate? YES NO Degree: _____

Other: _____ Address: _____
Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship : _____

Company: _____ Phone: () _____

Address: _____

Full Name: _____ Relationship : _____

Company: _____ Phone: () _____

Address: _____

Full Name: _____ Relationship : _____

Company: _____ Phone: () _____

Address: _____

It is our policy to comply with all applicable state and federal laws prohibiting discrimination in employment based on race, age, color, gender, religion, national origin, disability or any other protected classification.

Previous Employment

Please list, beginning with your current or most recent employment, all periods of employment and unemployment for the last 10 years. NOTE: If more space is needed, please attach a separate sheet.

If currently employed, is your present employer aware you are seeking other employment? YES NO
May we contact your present employer? If yes, name of contact: YES NO

Company: Phone:()

Address: Supervisor:

Job Title: Starting Salary:\$ Ending Salary:\$

Responsibilities:

From: To: Reason for Leaving:

May we contact your previous supervisor for a reference? YES NO Resigned? Released? Check one

Company: Phone:()

Address: Supervisor:

Job Title: Starting Salary:\$ Ending Salary:\$

Responsibilities:

From: To: Reason for Leaving:

May we contact your previous supervisor for a reference? YES NO Resigned? Released? Check one

Company: Phone:()

Address: Supervisor:

Job Title: Starting Salary:\$ Ending Salary:\$

Responsibilities:

From: To: Reason for Leaving:

May we contact your previous supervisor for a reference? YES NO Resigned? Released? Check one

Military Service

Branch: From: To:

Rank at Discharge: Type of Discharge:

If other than honorable, explain:

The following is a personality profile exercise that helps us to get a jump-start on our interview. We recognize that everyone is unique and it is not possible to unequivocally say that we are only one type of person, but please do your best to choose one that best describes as many characteristics that you have.

Please check on box	
	Believe in Law and Order. Conservative. A Saver. Uncomfortable with conflict. Likes Consistency. Stable. Detail Oriented. Does not like change.
	Extremely progressive and optimistic. Likes to work long and hard so can play hard and soon. Would like to retire young. Competitive. Likes to Monitor and Manage.
	Demanding, Likes to set own limits and hours, Works well independently, Change equals opportunity. Processes information quickly.
	Motto: "have job will travel". Education minded. Likes the idea of "self-employment". Likes volunteer work and is concerned about social issues. Champions diversity. Big ideas and big spender. Likes extreme sports or thrills. Doesn't like to be supervised. Risk equals thrill.
	Creative problem solver. Sometimes no sure where they fit in. Believes in physical self-expression. Occasionally pessimistic about human nature. Is open-minded. Non-judgmental (to each his own.)

Additional Comments:

Applicant:

Please carefully read the following before signing the Employment Application.

I certified that my answers to the questions asked in this Application are true and correct to the best of my knowledge and that I have not withheld any fact or circumstances which would, if disclosed, unfavorably affect my suitability for employment. I understand that if any of the information is found incorrect or incomplete, Bird Janitorial ("BJ") and Hawk Wash Window Cleaning ("HWWC") will reject my Application or terminate my employment. I authorize BJ to investigate all information submitted by me.

I agree that any employment I might be offered by BJ is at-will for an indefinite duration and that I or BJ can terminate my employment at any time with or without notice for any or no reason. I will be an at-will employee for all purposes. Consistent with this paragraph, I agree that no present or future statement of BJ benefits, policies or procedures create any limitation on BJ right or on my right to terminate my employment at any time with or without notice for any or no reason.

I authorize all persons and companies I have listed, except my present employer, if so noted, to furnish any information regarding me, and hereby until I release the business owner and any and all employees of BJ and HWWC of any liability regarding privacy issues due to reference checks.

I, the applicant named above, agree to allow BJ and HWWC to perform any necessary background and credit checks in order to certify employability.

Signature:

Date:

If you are filling out this form online or in Word, please save a copy with your name in it and send to BirdJanitorial@msn.com or hawkwash@sunflower.com