



Employment Application

Name _____ APP DATE _____ CONTACT # _____

___ CFI ___ NAC ___ 1ST Complete ___ 2nd Complete

Prior to filling out the following job application please read below and sign at the bottom.

Express Jet Car Wash appreciates your interest in employment with us. Please read the following requirements of employment and feel free to discuss any of these with the hiring manager. **PLEASE NOTE: EXPRESS JET CAR WASH DOES NOT HIRE ANYONE UNDER THE AGE OF 17.**

1. This opportunity requires long periods of standing / walking. The ability to bend freely with a good range of motion. The ability to lift and carry loads up to 70 lbs.
2. Uniform requirements consist of stone pants or shorts, a belt, tennis shoes or boots (with long pants only) (no sandals or open toe shoes of any kind), socks covering the ankles, a clean uniform shirt (tucked into pants at all times), and company cap (optional). We will provide uniform shirts and seasonal outerwear. You must provide your own pants/shorts and appropriate footwear meeting all company requirements.
3. You are required to come to work in a clean, wrinkle free uniform demonstrating good personal hygiene habits. **Men** must be clean-shaven; however, a neatly trimmed mustache or goatee' is permitted. Sideburns must not extend below the bottom of the earlobe. **Men & Women** must maintain hair in a clean, neatly trimmed and combed fashion. Men's hair length must not extend below the top of the collar or over the ears – if it does your must agree to wear it pulled back and tucked into a hat. Women must keep hair pulled back. Non-natural colors, sprays or dreadlocks are not acceptable. Fads and unusual hairstyle trends must be reserved for "off-duty" times. **All clothing** must be clean & unwrinkled at the start of each shift. Shirts must be tucked in neatly. Pants should be the correct size so that they do not sag below waist height or drag below your shoes. **SAGGING IS NOT PERMITTED.** Nails should be closely manicured and clean. Nails cannot extend 1/8" beyond the tip of the finger. Visible Jewelry – only one ring and one watch is permitted. No other jewelry is permitted. Associates are not permitted to wear earrings or have any visible piercings while on duty. This includes in the tongue. We reserve the right to exclude any item that may scratch/damage a vehicle. **Tattoos** – both men and women are required to cover all tattoos that may be deemed excessive and/or offensive in any manner while working.
4. Transportation to and from work for your scheduled shift is required.
5. As a condition of employment, Express Jet Car Wash may request a criminal background check, which you may pick up at your local courthouse. It is not necessary to have this at your interview.
6. You must be able to provide two forms of identification – one with a picture and one with your social security number on it.
7. Express Jet Car Wash is a drug-free environment. A pre-employment drug test will be administered.
8. Our employees are expected to arrive to work on time for scheduled shifts and are expected to work the entire shift.
9. We promote teamwork and we expect our employees to promote the same team attitude.
10. Part of our cleanliness program requires all employees to participated in the following activities: sweeping, mopping, cleaning restrooms, picking up parking lot trash, making trash runs and any other projects necessary to maintain an inviting clean environment. Weekly maintenance of the wash areas and equipment is required.
11. A high degree of respect & professionalism is expected – toward customers and other team members. Use of profanity is unprofessional and unacceptable.
12. Phone use is not permitted unless it is an emergency.
13. Smoking is not allowed on the property.

This form is designed to give prospective applicants an idea of expectations and what we require from our employees. Please sign on the applicable line below and return to the hiring manager once you are finished. Thank you for your interest in Express Jet Car Wash.

I would like to apply for employment at this time. (Fill our application and return to hiring manager)

Signature _____ Date _____

I am unable to apply for employment at this time.

Signature _____ Date _____

Position Applying For: _____ **Date Available** _____

First Name _____ MI _____ Last Name _____

Home Phone (____) _____ Cell Phone (____) _____

Address _____ City _____ ST _____ Zip Code _____

VERIFICATION OF EMPLOYMENT

If hired, can you show proof of age? Yes / No

Have you ever applied for a position here before? YES / NO If yes, approximate date last application submitted

Have you ever worked for Express Jet Car Wash ? YES / NO If yes, provide dates _____ Reason for leaving? _____

AVAILABILITY:

Total hours available per week _____

Are you legally able to be employed in the U.S.? YES / NO

How did you hear about this opportunity? _____

How far do you live from the car wash? _____

Do you have transportation to/from work? _____

Hours Available:

M T W TH F S SU

From:

To:

EMPLOYMENT HISTORY: (If not applicable, list work performed on a volunteer basis or personal references. Please attach a separate list of employers if more space is needed.)

May we contact your present employer: Yes / No May we contact your past employers & Personal references? Yes / No

1. Company _____ Address _____ City _____ St _____

Phone Number (____) _____ Job description _____

Supervisor _____ Dates Work: From _____ to _____

Rate of Pay _____ Reason for Leaving _____

Express Jet Car Wash MGMT Reference Check Done by: _____

2. Company _____ Address _____ City _____ St _____

Phone Number (____) _____ Job description _____

Supervisor _____ Dates Work: From _____ to _____

Rate of Pay _____ Reason for Leaving _____

Express Jet Car Wash MGMT Reference Check Done by: _____

3. Company _____ Address _____ City _____ St _____

Phone Number (____) _____ Job description _____

Supervisor _____ Dates Work: From _____ to _____

Rate of Pay _____ Reason for Leaving _____

Express Jet Car Wash MGMT Reference Check Done by: _____

SCHOOL MOST RECENTLY ATTENDED:

Name _____ Street Address _____
City _____ ST _____ Zip _____ Phone Number (_____) _____
Highest Grade Completed (circle one) 6 7 8 9 10 11 12 13 14 15 16

PERSONAL REFERENCES (*Not former employers or relatives*)

<i>Name</i>	<i>City, State</i>	<i>Phone Number</i>
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____

IS THERE ANY MENTAL/PHYSICAL CONDITION WHICH WOULD LIMIT YOUR ABILITY TO PERFORM WORK IN THE POSITION FOR WHICH YOU ARE APPLYING? YES NO If yes, please explain: _____

***DURING THE PAST 5 YEARS, HAVE YOU EVER BEEN CONVICTED OF, PLED GUILTY TO OR PLED NO CONTEST TO A CRIME, EXCLUDING MISDEMEANORS AND TRAFFIC VIOLATIONS? YES / NO**
IF YES – OFFENSE _____ WHEN: _____ DISPOSITION OF CASE: _____

ARE YOU OR HAVE YOU EVER BEEN A SEX OFFENDER REGISTERED WITH ANY FEDERAL, STATE OR LOCAL GOVERNMENT AGENCY, INCLUDING ANY LISTING ON A PUBLIC WEBSITE? YES / NO

1. I certify that I have read this application and the information on it is complete and correct. I understand that any omissions or misrepresentation of information is grounds for dismissal.
2. I authorize the persons, employers, schools and organizations listed on the application to give you any information concerning my employment and other pertinent information they may have, personal and otherwise, and release all parties from all liability and damages that may result from furnishing this to you.
3. I acknowledge that the owners of Express Jet Car Wash reserve the right to amend or modify any of its handbooks or policies at any time without prior notice. These policies do not create any promises or contractual rights between this employer and its employees. Employment at Express Jet Car Wash is considered at will. This means an employee is free to terminate his/her employment at any time, with or without any reason, with or without cause, and the owners/management retain these same rights. The owners are the only people who make an exception to this, and any exception must be in writing, addressed to a particular individual and signed by at least one of the owners.

Signature: _____ Date _____

******You're application will NOT be considered if you do not sign and date your acknowledgement of the above.******