



# APPLICATION FOR EMPLOYMENT - MONTANA

AN EQUAL OPPORTUNITY EMPLOYER

## FIVE VALLEYS RESTORATION & CLEANING COMPANY

Qualified applicants are considered for all positions without regard to protected grounds under applicable human rights legislation (i.e. race, color, religion, age, etc.)

All fields must be completed for your application to be valid and for further consideration for employment at Five Valleys Restoration & Cleaning

Name: \_\_\_\_\_  
Last First Middle

Current Address: \_\_\_\_\_  
Street City Province/State Postal Code

Home Phone: (\_\_\_\_) \_\_\_\_\_ Business/Alternate Phone: (\_\_\_\_) \_\_\_\_\_

Are you between the ages of 18 and 65?  Yes  No

Are you legally entitled to work in the United States?  Yes  No

Have you ever been convicted of a Criminal Offense\* for which a pardon under the Criminal Records Act has not been granted or for which a pardon has been revoked?  Yes  No

Do you consent to the Company completing an investigation regarding any possible criminal convictions\* for which a pardon under the Criminal Records Act has not been granted or where the pardon has been revoked?  Yes  No

\*An offense under a state statute does not constitute a criminal offense.

### PLACEMENT INFORMATION

Have you previously applied for employment at Five Valleys Restoration & Cleaning?  Yes  No If "yes", when and what positions? \_\_\_\_\_

Have you previously been employed at Five Valleys Restoration & Cleaning?  Yes  No If "yes", when and what positions? \_\_\_\_\_

How did you learn about this employment opportunity? \_\_\_\_\_

Do you have relative(s) and/or friend(s) at Five Valleys Restoration & Cleaning?  
Name Relationship Job Title Location

Position Desired: \_\_\_\_\_ Date Available: \_\_\_\_\_ Salary Desired: \_\_\_\_\_ Hourly/Annual

Full Time  Part Time  Management  Temporary

Specify the hours you are able to work each day of the week. Please keep in mind the availability of schedulable hours may fluctuate.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
From	_____	_____	_____	_____	_____	_____	_____
To	_____	_____	_____	_____	_____	_____	_____

Why do you want to work for Five Valleys Restoration & Cleaning? \_\_\_\_\_

To determine your qualifications for employment, please provide information related to your academic and other achievements including volunteer work, as well as employment history. Additional information may be attached on a separate sheet.

### EDUCATION HISTORY

Name of School City, State	Applicants may be asked to provide a copy of diploma, GED certificate, or school transcripts	Graduated	Total Yrs Completed	Major/Type of Course(s) Name of Degree/Certificate (if applicable)
High School		<input type="checkbox"/> Diploma <input type="checkbox"/> In Process		
College/University		<input type="checkbox"/> Degree <input type="checkbox"/> Certification <input type="checkbox"/> Other <input type="checkbox"/> In Process		
College/University/Technical School		<input type="checkbox"/> Degree <input type="checkbox"/> Certification <input type="checkbox"/> Other <input type="checkbox"/> In Process		

## EMPLOYMENT/WORK EXPERIENCE

**Complete this portion even if attaching your resume.** Please list your employment history starting with your current/most recent employer. Include Military service and self-employment. Please account for the last ten years of employment. If additional space is needed, please attach.

Employer Name	Position(s) Held	Phone Number (w/ area code)	
Street Address	City	Province/State	Postal Code
Dates Employed	Rate of Pay		
From                      To	Starting	Hourly/Salary	Ending                      Hourly/Salary
Supervisor's Name and Position		Reason for Leaving	
What did you like about the position?			
Employer Name	Position(s) Held	Phone Number (w/ area code)	
Street Address	City	Province/State	Postal Code
Dates Employed	Rate of Pay		
From                      To	Starting	Hourly/Salary	Ending                      Hourly/Salary
Supervisor's Name and Position		Reason for Leaving	
What did you like about the position?			
Employer Name	Position(s) Held	Phone Number (w/ area code)	
Street Address	City	Province/State	Postal Code
Dates Employed	Rate of Pay		
From                      To	Starting	Hourly/Salary	Ending                      Hourly/Salary
Supervisor's Name and Position		Reason for Leaving	
What did you like about the position?			

**For employment references may we contact:**

Your present employer(s)?     Yes    No

Your former employer(s)?     Yes    No

### PROFESSIONAL REFERENCES

**List name and telephone number of three business/work/school references that are not related to you and are not current supervisors.**

Name	Phone Number (w/ area code)	Job Title	Relationship to you

I certify the information I have given on this application and any resume that I have submitted is true and complete. I understand that, should I be hired, any misrepresentation or concealment of information may result in my discharge for cause at any time. I hereby authorize Five Valleys Restoration & Cleaning to investigate my records at any time with my employers, schools, organizations, references, and I release Five Valleys Restoration & Cleaning and all informants from such an investigation.

I understand that scheduling requirements involve variable shifts and hours of work, and if hired, I realize that my employment may be terminated if I refuse to accept a shift assignment that I have previously agreed to work. Reasonable accommodation, short of undue hardship, will be made for mandatory religious or other observances.

I understand that my employment can be terminated by me or by Five Valleys Restoration & Cleaning at any time with or without cause subject to applicable requirements of the law, and I will be paid only for my services rendered to the time of my termination. In the event that the Company advances me money or other items of value, or I otherwise become indebted financially to Five Valleys Restoration & Cleaning, I agree to repay Five Valleys Restoration & Cleaning and also that any wages due to me upon termination may be offset by payroll deduction against any such monies due to the Company.

Nothing herein or during my employment shall be considered an employment contract, and I understand that no party has authority to vary the foregoing conditions, with the sole exception of written variances signed by the President of Five Valleys Restoration & Cleaning.

Signature \_\_\_\_\_

Date \_\_\_\_\_