

EFI

Efficient Facilities International, Inc. sm

EMPLOYMENT APPLICATION/INFORMATION

Efficient Facilities International, Inc. sm considers applicants for all positions without regard to race, color, religion, gender, national origin, age, disability, marital or veteran status or any other legally protected status.

Social Security Number _____ - _____ - _____ **Date** ____/____/____

Last Name _____ **First Name** _____ **MI** _____

Address _____ **City** _____

State _____ **Zip Code** _____ **Date of Birth** ____/____/____

Phone Number (____) _____ - _____ **Other** (____) _____ - _____ [____]

Emergency Number (____) _____ - _____ **Contact Name** _____

Emergency Relationship _____

Position _____ **Date Available** _____

Hours Available _____ **Desire Salary** _____

Interview _____

Are you 18 years of age or older: **Yes** **No**

Have you in the past seven years been convicted of a crime which involved theft, deception, dishonesty, violence, false statements, sale, use or possession of illegal drugs or sexual abuse? **Yes** **No**

If yes, please explain (please include date and location of conviction):

Are you legally authorized to work in the U.S? **Yes** **No**

Have you previously been employed by Efficient Facilities International, Inc. SM? **Yes** **No**

If yes, indicate original employee number, employment dates, and office location _____

Are you currently under any agreements (including non-compete provisions with prior employers) that would preclude you from performing your duties as an employee of Efficient Facilities International, Inc. SM? **Yes** **No**

If yes, please provide details _____

Position _____

/

Date _____

/

Fist Name _____

Last Name _____

WORK EXPERIENCE (List your 3 year employment history beginning with your present or most recent)

Employer 1

Company Name	Telephone	Contact Name	Supervisor
Address	City	State	Zip Code
Employment Type	Date Started	Date Ended	Start / End Salary
Primary Duties		Reason For Leaving	

Employer 2

Company Name	Telephone	Contact Name	Supervisor
Address	City	State	Zip Code
Employment Type	Date Started	Date Ended	Start / End Salary
Primary Duties		Reason For Leaving	

Employer 3

Company Name	Telephone	Contact Name	Supervisor
Address	City	State	Zip Code
Employment Type	Date Started	Date Ended	Start / End Salary
Primary Duties		Reason For Leaving	

Personal Reference:

Name	Telephone	Contact Name	Relationship
Address	City	State	Zip Code
Employment Type	Date Started	Date Ended	Start / End Salary
Primary Duties		Reason For Leaving	

Educational Data

Please List Highest level of Education:	Doctorate	Masters	Bachelors
	Associates	Technical	High School
		Grade School	
School (Name, Location) _____			
Date of Attendance (College Only) _____			
Degree Earned		Major	

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Efficient Facilities International, Inc.sm is a company dedicated to the highest standards of excellence and service. If I am employed by Efficient Facilities International, Inc. SM, I understand that I will be required to follow the rules of the company and do the work given to me in a manner consistent with these standards.

If employed by Efficient Facilities International, Inc.sm I agree to provide copies of college or university transcripts or equivalents. All of my answers on this form are true and complete. If I have not answered any questions honestly and completely, I understand that I will be subject to immediate dismissal, even if the dishonest or incomplete answer is discovered after my employment begins. Efficient Facilities International, Inc.sm is an "at will" employer. I understand that my employment can be terminated at any time at the option of either the company or myself.

I, the undersigned, do hereby authorize EFFICIENT FACILITIES INTERNATIONAL, INC.SM to procure a consumer report and/or investigative consumer report on me. I further authorize EFFICIENT FACILITIES INTERNATIONAL, INC.SM to use the birth date listed below solely for the purpose of completing such consumer reports.

These above-mentioned reports may include employment and education verifications; a social security number verification; present and/or former addresses; criminal and/or civil history/records; or any other public record; driving history including traffic citations; and my personal credit history (only if applicable to the Efficient Facilities International, Inc. position).

I understand that I am entitled to a complete and accurate disclosure of the nature and scope of any background report of which I am the subject upon my written request to Efficient Facilities International, Inc.sm if such is made within a reasonable time after the date hereof. I also understand that I may receive a written summary of my rights under 15 U.S.C. 1681et.seq. I further authorize any person, business entity or governmental agency who may have information relevant to the above to disclose the same to Efficient Facilities International, Inc.sm including, but not limited to, any and all courts, public agencies, law enforcement agencies and credit bureaus, regardless of whether such person, business entity or governmental agency compiled the information itself or received it from other sources.

I hereby release Efficient Facilities International, Inc.sm and any and all persons, business entities and governmental agencies, whether public or private, from any and all liability, claims and/or demands, by me, my heirs or others making such claim or demand on my behalf, for providing a background report hereby

Authorized

Signature: _____ **Date:** ____/____/____

Birth Date (DD/MM/YY): _____

WE ARE AN EQUAL EMPLOYMENT OPPORTUNITY COMPANY

ADDITIONAL COMMENTS/INFORMATION

Please use this section for any further explanation or information you wish to supply:

SKILLS *(please check all that apply)*

Commercial Cleaning
Vacuuming carpets
Mopping floors
Washing high windows
Washing low windows
Landscaping
Minor Plumbing
HVAC - Certified

Cleaning and stocking bathrooms
Stripping VCT floors
Waxing floors
Bonnet buffing carpets
Carpet extraction
Minor Electrical
Construction