



**CAPITAL SERVICES**  
Commercial & Industrial

**FOR OFFICE USE ONLY**

**PRE-APPLICATION FOR EMPLOYMENT**

**PLEASE CIRCLE THE AREA WHERE YOU LIVE**

N	NW
W	SW
S	SE
E	NE

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_  
Last First Middle

ADDRESS: \_\_\_\_\_  
Number Street City State Zip

How long at current address \_\_\_\_\_ Social Security # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Do you have a driver license? YES NO Driver License # \_\_\_\_\_

Are you at least 18 years of age? YES NO Date of Birth \_\_\_\_\_

Are you currently authorized to work in the United States? YES NO  
(Proof of eligibility will be required if hired)

Position applying for:  GENERAL CLEANER  SUPERVISOR  CLERICAL  MAINTENANCE

How many hours can you work weekly? \_\_\_\_\_

Employment desired FULL-TIME ONLY PART-TIME ONLY FULL or PART-TIME

When are you available to start work? \_\_\_\_\_

Last grade completed in school? \_\_\_\_\_

Do you have any relatives working with our company? YES NO  
If yes, what location? \_\_\_\_\_

Do you have any experience in janitorial cleaning? YES NO

Have you ever been convicted of a crime which is substantially related to the functions or qualifications of the job for which you are applying? YES NO

If yes, please explain and give date of conviction. \_\_\_\_\_

Provide 3 work references:

- 1. Name \_\_\_\_\_ Phone: \_\_\_\_\_ Title \_\_\_\_\_
- 2. Name \_\_\_\_\_ Phone: \_\_\_\_\_ Title \_\_\_\_\_
- 3. Name \_\_\_\_\_ Phone: \_\_\_\_\_ Title \_\_\_\_\_

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_

**This is a pre-application only. You will be required to fill out a full application when called back. Please fax the completed form to (832)476-8936, or email it to info@quickresponsejanitorial.com**