



TIME TO SHINE CAR WASH, INC.

Application for Employment

Please print in black ink

NOTICE:

1. You must answer all questions and complete all sections of this application form. Place "N/A" in sections that are not applicable.
2. **Time To Shine Car Wash, Inc. is an equal employment opportunity employer.**

PERSONAL INFORMATION

Date of application _____

Last Name	First Name	Middle Initial	Telephone (Home & Cell)
Street Address		City	State / Zip Code
Position Applied for :	Are you a citizen of the United States? Yes No	If no, are you authorized to work in the U.S.? Yes No	
Desired Salary:	Are you at least 16 years old? Yes No	Do you have reliable transportation? Yes No	
Date Available	Have you ever worked for Time To Shine Car Wash, Inc.? Yes No If yes, when?		

AVAILABILITY

Part Time _____ Full Time _____ Preferred hours per week: _____

Are you related by blood or marriage to any person now working for Time To Shine Car Wash, Inc.? Yes No

If yes, give name, relationship to you and the location/store where employed. _____

Note: Answering yes to the questions below does not automatically disqualify you for employment.

Have you ever been convicted of, or plead guilty or no contest to any crime? Yes No

If yes, give date and details: _____

Hours Available:	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
From:							
To:							

Please complete the back of this page.

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Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12 GED
 College: 1 2 3 4
 Graduate School: 1 2 3 4

EDUCATION

Schools	Name and Location	Dates Attended: (Mo/Year) From : To:	Graduate? Yes No
High School			Yes No
College or Vocational School			Yes No

WORK HISTORY (Include Volunteer Experience, Use additional sheets if necessary)

Current or last employer:				Address:	
Job Title:		Supervisor's Name		Telephone #:	
Dates employed		Starting Salary: \$	Ending or current salary: \$	Reason for leaving:	Number of hours worked per week?
Employer:				Address:	
Job Title:		Supervisor's Name		Telephone #:	
Dates employed		Starting Salary: \$	Ending or current salary: \$	Reason for leaving:	Number of hours worked per week?
Employer:				Address:	
Job Title:		Supervisor's Name		Telephone #:	
Dates employed		Starting Salary: \$	Ending or current salary: \$	Reason for leaving:	Number of hours worked per week?

MILITARY SERVICE

Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, explain:		

REFERENCES

List two personal references not related to you and not employed by Time To Shine Car Wash, Inc.

Name _____ Relationship _____ Phone# _____
 Name _____ Relationship _____ Phone# _____

DISCLAIMER AND SIGNATURE

The job as an employee of **Time To Shine Car Wash, Inc.** involves work that is:

- 1. Demanding in all types of weather conditions - Heat or Cold
- 2. Flexible in hours depending on work availability and weather.
- 3. Routine. Performed daily the “**Time To Shine** way”
- 4. Challenging in providing excellent customer service to everyone.

As an employee of Time To Shine Car Wash, Inc. what is expected of you:

- 1. A personal appearance and image that is neat, clean, and meets uniform standards.
- 2. A pleasant manner (smiling, politeness) in providing great service for our customers.
- 3. A sense of urgency in completing daily tasks with safety a top priority.
- 4. A willingness to meet the demands and requirements of the job.

Do you understand that compliance with Time To Shine Car Wash, Inc. uniform and appearance policy is a condition of employment? Yes _____ No _____

I understand that if I am hired, my employment will be for no definite period of time. I further understand that I may terminate at any time and **Time To Shine Car Wash, Inc.** also has the right to do so at any time. _____

I understand that **Time To Shine Car Wash, Inc.** may require me to submit to a drug test at any time before or during my employment and the results of such a test will be released to **Time To Shine Car Wash, Inc.** I consent to this. I further understand that if I was previously employed with **Time To Shine Car Wash, Inc.** and was terminated for any reason, the circumstances of that termination will weigh heavily in the decision to hire me. _____

I authorize Time **To Shine Car Wash, Inc.** to investigate my background. This inquiry would include information on my character and reputation. I further understand that **Time To Shine Car Wash, Inc.** may contact my former employer(s) and I authorize those employers to disclose all records of my employment with them. _____

I certify that all information I have provided in this application is true and correct to the best of my knowledge. I understand that should I be hired and the information provided is found to be false or misleading, I will be immediately discharged/terminated. _____

APPLICANT SIGNATURE _____ DATE _____

FOR OFFICE USE ONLY: *(Applicant, do not complete this section)*

___ Recommended for interview now. ___ Recommended for interview later. ___ Not Recommended

Store# _____

Accepted by: _____ Interviewer _____ Date _____