



Command the Best – We'll Handle the Rest!

Employment Application Form

Date: ____/____/____

PERSONAL INFORMATION

Full Name: _____

Date of Birth: ____/____/____ Social Security Number: ____-____-____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Email: _____

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

Do you consent to a background check? ☐ Yes ☐ No

Do you have reliable transportation? ☐ Yes ☐ No

Are you available to work: ☐ Full-time ☐ Part-time ☐ Flexible hours

Preferred work schedule: ☐ Days ☐ Evenings ☐ Weekends

EMPLOYMENT HISTORY

Current/Most Recent Employer: _____

Position: _____ Dates Employed: _____

Supervisor Name: _____ Phone: _____

Reason for Leaving: _____

May we contact this employer? ☐ Yes ☐ No

Previous Employer: _____

Position: _____ Dates Employed: _____

Supervisor Name: _____ Phone: _____

Reason for Leaving: _____

CERTIFICATIONS

Please list all certifications you currently hold. Copies may be required upon hire.

- Certification Name: _____
Issuing Organization: _____
License/Certificate Number (if applicable): _____
Expiration Date (if applicable): _____

- ☐ OSHA 10
- ☐ OSHA 30
- ☐ Forklift Certification
- ☐ Confined Space Entry
- ☐ First Aid / CPR / AED
- ☐ HAZWOPER
- ☐ Flagging / Traffic Control
- ☐ Wastewater / Utility Operations
- ☐ Other: _____

SKILLS & EXPERIENCE

General Workplace Skills

- ☐ Reliable attendance & punctuality
- ☐ Follows safety procedures & policies
- ☐ Team-oriented / Works well with others
- ☐ Ability to follow written & verbal instructions
- ☐ Time management & productivity
- ☐ Problem-solving skills

Physical & Environmental Capabilities

- ☐ Able to lift up to 50 lbs
- ☐ Prolonged standing, walking, bending
- ☐ Repetitive motion work
- ☐ Works in hot, cold, or outdoor environments
- ☐ Uses PPE as required

Warehouse / Logistics Experience

- ☐ Picking & packing
- ☐ Pallet jack (manual/electric)
- ☐ Forklift (sit-down / stand-up / reach)
- ☐ Loading & unloading trucks
- ☐ Inventory counting
- ☐ Shipping & receiving
- ☐ RF scanner experience

Construction / Skilled Labor Experience

- ☐ General labor
- ☐ Site cleanup
- ☐ Tool usage (hand & power tools)
- ☐ Demolition
- ☐ Framing / drywall / concrete
- ☐ Flagging / traffic control
- ☐ Blueprint reading

Janitorial / Cleaning Experience

- ☐ Commercial cleaning
- ☐ Post-construction cleaning
- ☐ Floor care (strip & wax, buffing)
- ☐ Restroom sanitation
- ☐ Trash & recycling removal
- ☐ Use of cleaning chemicals & equipment

Utility / Industrial / Wastewater Experience

- ☐ Utility support work
- ☐ Confined space support
- ☐ Pipe work assistance
- ☐ Equipment monitoring
- ☐ Lockout / tagout awareness
- ☐ Compliance with environmental & safety regulations

Equipment & Tools

- ☐ Hand tools
- ☐ Power tools
- ☐ Pressure washer
- ☐ Floor scrubbers & buffers
- ☐ Industrial vacuums
- ☐ Compactors

Additional Skills or Experience (please list):

Are you comfortable working with cleaning chemicals? ☐ Yes ☐ No

AVAILABILITY

Date available to start: _____

Total hours available per week: _____

Please indicate your availability for each day:

Monday: _____

Tuesday: _____

Wednesday: _____

Thursday: _____

Friday: _____

Saturday: _____

Sunday: _____

REFERENCES

Please provide three professional references:

1. Name: _____ Relationship: _____

Phone: _____ Email: _____

2. Name: _____ Relationship: _____

Phone: _____ Email: _____

3. Name: _____ Relationship: _____
Phone: _____ Email: _____

EMERGENCY CONTACT

Name: _____ Relationship: _____
Phone: _____ Alt. Phone: _____

CERTIFICATION & AUTHORIZATION

I certify that the information provided in this application is true and complete to the best of my knowledge. I understand that any false or misleading information provided in this application or during the hiring process may result in immediate termination if hired.

I authorize Action Cleaning, LLC, DBA Action Command to contact my references and previous employers to verify the information provided in this application.

I authorize Action Cleaning, LLC, DBA Action Command to conduct a background check for Criminal history, employment verification, education verification and motor vehicle records.

DRUG & ALCOHOL POLICY:

The Company enforces a zero-tolerance policy for alcohol or drug use at work. Reporting to work under the influence may result in immediate termination. Lawful prescription medications are permitted if taken as prescribed and disclosed when safety may be affected.

CONFIDENTIALITY & NON-DISCLOSURE AGREEMENT

As a condition of employment or assignment, I acknowledge that I may have access to confidential, proprietary, or sensitive information belonging to the Company and its clients. This may include, but is not limited to: client names, contact information, pricing, contracts, operational procedures, staffing needs, work schedules, security protocols, business methods, and any non-public information.

I agree to **maintain strict confidentiality** of all such information during and after my employment or assignment. I will not disclose, share, copy, misuse, or remove confidential information for personal benefit or for the benefit of any third party without prior written authorization from the Company.

I understand that confidentiality applies to **verbal, written, electronic, and visual information**, including information obtained at client job sites.

Unauthorized disclosure, misuse, or breach of confidentiality may result in **immediate termination** and may subject me to **legal action** to the fullest extent permitted by law.

This confidentiality obligation survives the termination of employment or assignment with the Company.

By signing below, I acknowledge that I have read, understand, and agree to comply with this Confidentiality & Non-Disclosure Agreement.

I understand that this application does not constitute an employment offer or contract.

Signature: _____ Date: _____

For Office Use Only:

Date Received: _____

Reviewed By: _____

Notes: _____

Action Cleaning, LLC DBA Action Command
Equal Opportunity Employer