



# Clean Investment Inc.

Contract Building Services

1428 Turner Street | Lansing, MI 48906 | 517.574.5279

## Employment Application

Clean Investment Inc. is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Should an applicant need reasonable accommodation in the application process, he or she should contact a company representative.

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Street Address Apartment/Unit #  
 \_\_\_\_\_  
City State ZIP Code

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Position Applying for: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_

Date available to start: \_\_\_\_\_

What hours or shifts are you available to work?

How did you hear about the position? \_\_\_\_\_

Are you related to / friends with a current Clean Investment employee? \_\_\_\_\_ If yes, who? \_\_\_\_\_

If needed are you available to work overtime?  YES  NO Are you 18 years of age or older?  YES  NO

Do you have a valid vehicle operator's license?  YES  NO This position may require you to travel between job sites. Do you have your own reliable transportation?  YES  NO

Are you a citizen of the United States?  YES  NO If no, are you authorized to work in the U.S.?  YES  NO

Have you ever worked for Clean Investment Inc. before?  YES  NO If yes, when? \_\_\_\_\_

Are you able to perform the essential job functions of the position for which you are applying with or without reasonable accommodation?  YES  NO

If no, explain: \_\_\_\_\_

Have you ever been convicted of a criminal offense (felony or misdemeanor)?  YES  NO

If yes, explain: \_\_\_\_\_

*Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)*

**Previous Employment**

*Please list in order beginning with most recent, if still employed list N/A as end date*

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES NO

**Job Skills/Qualifications**

*Please list any additional skills, special trainings, or certifications that may be relevant to position*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Military Service**

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, explain: \_\_\_\_\_

## Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO  
  Diploma: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO  
  Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO  
  Degree: \_\_\_\_\_

## Disclaimer and Signature

- *I attest that the information presented in this application is correct and accurate to the best of my knowledge. I understand that if the information is found to be a misrepresentation, it will be sufficient cause to cancel this application for consideration of employment or for termination of employment.*
- *By signing below, I hereby authorize Clean Investment Inc. to conduct a complete investigation of all information presented in this application. I agree to cooperate in such an investigation and I release from all liability those persons or organizations Clean Investment Inc. may contact to obtain such information.*
- *I understand that the acceptance of this application by Clean Investment Inc. does not constitute an employment agreement or an agreement to employ me at a future date.*
- *I understand that Clean Investment Inc. is an at-will employer and that I have the right to terminate my employment with Clean Investment Inc.; likewise, Clean Investment Inc. reserves the right to terminate my employment at any time for any reason, with or without cause, with or without notice. No representative of Clean Investment Inc., except Executive Vice-President/Chief Operations Officer, or the Company's President, can alter my at-will employment status and only when in writing, signed, and dated by both parties.*
- *I understand that my employment will not be considered unless this application is completed in its entirety.*

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_