

Employment History

Please list below all present and past employment, start with the most recent employer (last five years is sufficient). Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of **Current** Employer

Type of Business

Telephone Number (_____) _____

Your Immediate Supervisor's Name

Business Address

City

State

Employed Since: _____ to _____

Rate of Pay: _____
starting current

Your Position and Duties

Reason for Leaving

May we contact your employer as a reference? yes no

Name of **Prior** Employer

Type of Business

Telephone Number (_____) _____

Your Immediate Supervisor's Name

Business Address

City

State

Employed Since: _____ to _____

Rate of Pay: _____
starting ending

Your Position and Duties

Reason for Leaving

May we contact your employer as a reference? yes no

Name of **Prior** Employer

Type of Business

Telephone Number (_____) _____

Your Immediate Supervisor's Name

Business Address

City

State

Employed Since: _____ to _____

Rate of Pay: _____
starting ending

Your Position and Duties

Reason for Leaving

May we contact your employer as a reference? yes no

Please Read Carefully, Initial Each Paragraph and Sign Below

_____ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ I hereby authorize the company to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

_____ I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and this company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

Date

Applicant's Signature

Applicant's Name _____ Date _____

Preliminary Maintenance Interview

1. How did you hear about us? _____
2. What type of position are you looking for? FT or PT
3. What days are you available to work? _____
4. Can you live on site? Y N
5. What size apartment would you need? _____
For how many persons? _____
Do you have any pets? _____
What kind & size _____
6. Why do you want to work for RTM and in property management?

7. What maintenance and customer service skills do you have?

8. Experience in this field? If not, do you know what's required?

9. Can you provide your own tools to perform maintenance duties?

10. Salary requirements? _____
11. Do you have a valid state issued DL? Y N
12. Do you have a Social Security Card? Y N
13. Do you have reliable transportation? Y N
14. Do you have Insurance to drive? Y N
15. If you are offered a position when could you start? _____
16. What date could you be available for a personal interview? _____

Thank you for considering RTM as a potential employer! We will review all the information of all applicants, possible interviews will then be scheduled for the most qualified applicants.