



Athens Car Wash

DO NOT ATTACH RESUME FILL OUT APPLICATION COMPLETELY

Location: 4350 Lexington Road Athens, GA 30605

Position Desired: (Check One):

☐ **Car Wash** ☐ **Brake Service**
☐ **Oil Bay** ☐ **Window Tinting**
☐ **Detailing** ☐ **Cashier/Office**

Today's Date: _____

Application for Employment

PERSONAL INFORMATION

Name (Print) Last: _____ **Middle I:** _____ **First:** _____

Present Address: _____

City: _____ **State:** _____ **Zip:** _____ **Cell Phone Number:** _____

Email Address: _____

In case of emergency, notify Name: _____ **Phone(C):** _____

Relationship: _____ **Address:** _____

City: _____ **State:** _____ **Zip:** _____

Do you have a RELIABLE means of transportation to work: (Circle One) Yes or No

What wage are you expecting: _____ **If younger than 18 years of age, what is your age?**

Are you presently employed? _____ **If yes, may we contact your present employer?** _____

Date available to start: _____ **Employee Referral Name (If applicable):** _____

Are you eligible to work in the U.S.? (Circle One) Yes or No (Proof of eligibility is required upon employment)

Have you ever been convicted of a felony? (Circle One) Yes or No
If Yes, please explain:

AVAILABILITY

We are open Monday-Saturday 8:00AM-8:00PM Sunday 8:00AM-6:00PM

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
From							
To							

Minimum number of hours needed to work: _____

Maximum number of hours able to work: _____

Select one or both: Summer or All Year: _____

PREVIOUS EMPLOYMENT HISTORY

Please list all employment beginning with your present job or last job held. (Including odd jobs, lawn care, volunteer work, etc.)

Employed: From: To:	Name/Address of Employer	Highest Job Title	Supervisor	Earnings	Reason for Leaving
____	_____	_____	_____	_____	_____
____	_____	_____	_____	_____	_____
____	_____	_____	_____	_____	_____
____	_____	_____	_____	_____	_____

EDUCATION

High School (Last Attended)

Location

Did you graduate?

College & Vocational Schools

Location

Did you graduate?

PERSONAL BACKGROUND

What are your interests and activities?

Please list leadership positions held (work or school) _____

Have you ever been in the military? (Please Circle One): Yes or No

If so, Branch: _____ Start: _____ End: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, please explain: _____

PERSONAL REFERENCES

Please provide three professional references

Contact Name	Company Name	Phone Number/Email	Relationship	Years Known
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

IMPORTANT INFORMATION REGARDING HIRING:

- As part of the hiring process, passing of a comprehensive drug test is required for employment. Accepting the following Drug and Alcohol Policy is a condition of Employment.
- The company will reimburse the employee the cost of the test after the passing of the drug test.

_____ **Please initial that you have read and accept the above conditions for employment**

DRUG-FREE WORKPLACE POLICY

Athens Auto Wash & Express Lube Center. (the Company) intends to help provide a safe and drug-free work environment for our clients and our employees. With this goal in mind and because of the serious drug abuse problem in today's workplace, we are establishing the following policy for existing and future employees of Athens Auto Wash & Express Lube Center.

The Company explicitly prohibits:

- **The use, possession, solicitation for, or sale of narcotics or other illegal drugs, alcohol, or prescription medication without a prescription on Company or customer premises or while performing an assignment.**
- **Being impaired or under the influence of legal or illegal drugs or alcohol away from the Company or customer premises, if such impairment or influence adversely affects the employee's work performance, the safety of the employee or of others, or puts at risk the Company's reputation.**
- **Possession, use, solicitation for, or sale of legal or illegal drugs or alcohol away from the Company or customer premises, if such activity or involvement adversely affects the employee's work performance, the safety of the employee or of others, or puts at risk the Company's reputation.**
- **The presence of any detectable amount of prohibited substances in the employee's system while at work, while on the premises of the company or its customers, or while on company business. "Prohibited substances" include illegal drugs, alcohol, or prescription drugs not taken in accordance with a prescription given to the employee.**

The Company will conduct drug and/or alcohol testing under any of the following circumstances:

- **FOR-CAUSE TESTING:** The Company may ask an employee to submit to a drug and/or alcohol test at any time it feels that the employee may be under the influence of drugs or alcohol, including, but not limited to, the following circumstances: evidence of drugs or alcohol on or about the employee's person or in the employee's vicinity, unusual conduct on the employee's part that suggests impairment or influence of drugs or alcohol, negative performance patterns, or excessive and unexplained absenteeism or tardiness.
- **POST-ACCIDENT TESTING:** Any employee involved in an on-the-job accident or injury under circumstances that suggest possible use or influence of drugs or alcohol in the accident or injury event may be asked to submit to a drug and/or alcohol test. "Involved in an on-the-job accident or injury" means not only the one who was or could have been injured, but also any employee who potentially contributed to the accident or injury event in any way.

If an employee is tested for drugs or alcohol outside of the employment context and the results indicate a violation of this policy, or if an employee refuses a request to submit to testing under this policy, the employee may be subject to appropriate disciplinary action, up to and possibly including discharge from employment. In such a case, the employee will be given an opportunity to explain the circumstances prior to any final employment action becoming effective.

_____ Please initial that you have read and accept the above policy

Employee Smoking Policy

Employee Smoking and Smokeless Tobacco on Suds Up Car Wash Premises are Prohibited.

Definition of Smoking

The term "smoking" means inhaling, exhaling, breathing, or carrying any lighted or heated cigar, cigarette, or other tobacco product or plant product in any manner or in any form. Smoking also includes use of an electronic cigarette. Electronic Cigarette. The term "electronic cigarette" means any electronic device that provides a vapor of liquid nicotine

and/or other substances to the user as she or he simulates smoking. The term shall include such devices whether they are manufactured or referred to as e-cigarettes, e-cigars, e-pipes or under any product name.

Definition of Smokeless

The term “Smokeless” means chewing tobacco or tobacco powder that allows the stimulating components of tobacco to be absorbed through the digestive tract, or through the mucous membrane in the case of snuff.

_____ Please initial that you have read and accept the above policy

Applicant's Signature: _____

Please bring this completed application to a MANAGER on-site.

Thank you and we look forward to talking to you soon,

Athens Auto Wash & Express Lube Center