

## **Instructions and information for Completing the Employment Application**

Greenhill Car wash accepts applications for employment on an ongoing basis. Please review the following important items and sign and return a copy of the standards with your application.

### **Notice**

- 1) To be considered for employment with Greenhill Car Wash, you must answer all questions and complete all sections of this application form. Place “n/a” in sections that are not applicable.
- 2) Provide complete information on your education and work history. In addition to completing the work history section, if available, also attach a resume.
- 3) Check for accuracy, sign and date your application.

### **Understandings**

Working at Greenhill Car Wash involves work that is:

- 1) Demanding in all types of weather conditions – heat and cold.
- 2) Flexible in hours depending upon work availability and weather.
- 3) Routine – consistently providing a clean/dry car.
- 4) Challenging, in providing excellent customer service to everyone.

### **Expectations**

An employee of Greenhill Car Wash, will have:

1. A personal appearance and image that is neat clean and meets uniform standards.
2. A pleasant manner (being polite and helpful) to our customers.
3. A willingness to meet the demands and flexibility required of the job.

### **Dress and Grooming Standards**

1. Clean shaven for work each day (unless you have a well-trimmed beard and mustache).
2. Hair must be clean, trimmed and combed.
3. Clothing should be clean and presentable at the start of the work shift.
4. Shirts must be tucked in, pants should be the correct size so they do not sag below the waist or drag below the shoes.
5. Jewelry and large belt buckles cannot be worn because it may scratch a vehicle or create an unsafe condition.
6. Approved clothing includes company-issued shirt, sweat shirt and/or tee shirt with clean, well fitting pants (jeans, khakis, shorts), , shoes or boots and company issued hat (optional).

**I understand that compliance with Greenhill Car Wash’s dress and grooming standards is a condition of employment.**

**I understand that Greenhill Car Wash reserves the right to require me to submit to a drug test at any time before or during my employment.**

**Applicant signature** \_\_\_\_\_ **Date** \_\_\_\_\_

I understand that Greenhill Car Wash reserves the right to require me to submit to a drug test at any time before or during my employment.