Mooresville, NC & Serving the Southeast

Pre-Employment Agreement Sheet

Applicant's Name:

_____

Date: _____

We try very hard to discuss the different aspects and requirements of this position as they apply to working with Squeegee Pros Window Cleaning and Pressure Washing. We endeavor to create a very positive image within the community. In addition, we try very hard to not create any surprises for employees, so we have assembled this pre-employment sheet. If you feel the following terms are acceptable and agreeable to you, and this sounds like this would be the kind of place you would be proud to be part of, we invite you to continue in the application process.

Please make a copy of this for your personal records and submit a copy with the application. Thank you.

Please sign each of the sections in the appropriate places indicating you have read it and agree to the following:

GROOMING STANDARDS

1. Grooming is very important for the first impression of a client. We are in the image business. Our clients CARE HOW THINGS LOOK, who else would pay hundreds of dollars to have their home windows or business cleaned? People need to feel very comfortable with a person that they will bring into every room of their home. If you make a good first impression, the homeowner will not be suspicious of you and your work. Our general guidelines for hair are short and clean cut looking. Hair being off the collar and ear is advisable. Look at our managers as an example. A short beard can be very handsome. But, unfortunately, many people can grow only a scraggly beard, so to ensure a clean-cut image, we have to say, no unkempt or long beards. Thank you.

2. Pierced body parts, tongue, face, etc. are not allowed while on the job.

3. Visible tattoos and similar body art must be covered during business hours.

4. Clean. We work a physical job. Shower every day. Clean hair. Deodorant. A fresh washed shirt (carry an extra shirt in hot weather) are all absolutely necessary to be accepted in someone's home.

I agree to follow the above grooming guidelines

Signed _____

TEAMWORK

It is important that we all work together as a team. On occasion, especially during the winter, you may be asked to perform non-window cleaning tasks based on need, your qualifications, and manager discretion. Tasks may include sales, computer work, cleaning of office or grounds, maintenance on tools and equipment or anything and everything needed to run a business.

Do you agree to the above? _____

I would like to discuss this further _____

SMOKING

Smoking is allowed only during breaks. In the past we hired smokers who agreed not to smoke during working hours. I have learned that asking an addicted smoker to not smoke (even in his own car during working hours) in an unsupervised environment was a difficult temptation to resist...if not impossible.

I agree not to smoke while working on a job:

Signed _____

DRUG TESTING

You do not use illegal drugs, including marijuana, and understand drug testing is a part of the application process and at various times during my employment if you are hired. I agree to follow and abide by the stated Drug Policy Guidelines.

Signed _____

NON—COMPETE AGREEMENT

Due to the investment in training and the competitive nature of our industry, on orientation day you will be asked to sign a Non-Compete and Confidentiality Agreement. This states that you will not start your own window cleaning business, work for another company, sell accounts for another company, etc. in the areas that we work in whether service or location, during the time you are employed by us and for a period of years afterward or legal consequences will be enforced.

I agree to the above _____

I would like to see or discuss the non-compete agreement in advance:_____

WORKING WEEKENDS

We work weekends during the busy season almost every single weekend and you will be expected to be available on short notice to work two weekends per month.

I agree to the above _____

I would like to work every weekend _____

Squeegee Pros, Inc.

Is An Equal Opportunity Employer