

EMPLOYMENT APPLICATION

Please read and complete the entire application.

1. Employer Information
Employer: Address: City/State/ZIP: Telephone:
635 E Griggs
Las Cruces, New Mexico 88001
15756356662

Trial Period Employment

Trial period employment gives both the employee and Rethink Real Estate Services an opportunity to assess skills and fit in the company structure. After the trial period is completed, if both the business and worker feel it is best to continue, the employee may elect to continue employment. If you are not retained after the trial period, or are let go during it, you are NOT eligible for unemployment.

Required Elements

Certain things are required for employment. These are enumerated below.

- **Independent transportation.** Consistent and reliable transportation is a must.
- **Smart phone.** Communication is plentiful within the organization. It is used to communicate job status, image documentation, and to help the staff meet the needs of the guests.
- **Timeliness.** Last minute requests for bookings are frequently accepted. We need to take as many as we can but will accept them based on the staffing, we have available. If you can't work, communicate this in advance and don't offer to work. *If you don't provide written (text or email) at least 24 hours notice of not being able to make a scheduled shift, Rethink Real Estate Services will consider this your resignation.*
- **Shifts.** You must be able to work weekends and holidays. This is not negotiable and notice that you cannot do both weekends and holidays will also be considered a resignation.
- **Healthy.** With such a small crew, it is important to keep communicable diseases at bay. In addition, we are cleaning residences for guests who have unknown immune capabilities. If you are sick, please call and let the management staff know. If you suspect you are ill or have signs of illness, you may be asked to get screened. PCR tests for COVID are free and available at various sites. Rapid tests produce results 30 min – 4 hours.
- **Masks.** Masks are worn at times. When asked by management to wear them onsite, it is to keep both guests and team members healthy.

It is the policy of Rethink Real estate Property Management to provide equal employment opportunities to all applicants and employees without regard to any

legally protected status such as race, color, religion, gender, national origin, age, disability, or veteran status.

2. Applicant Information

Applicant Full Name: _____
Home Address: _____
City/State/ZIP: _____
Number of years at this address: _____
Daytime phone: _____
Evening phone: _____
Mobile phone: _____
Social Security Number: _____
Date of birth: _____
Driver's License (State/Number): _____

3. Emergency Contact

Who should be contacted if you are involved in an emergency?

Contact Name: _____ Relationship to you: _____
Address: _____
City/State/ZIP: _____
Daytime phone: _____
Evening phone: _____

4. Job Position Applied For: _____

5. Full or Part Time? _____

6. How will you get to work? _____

7. If you are offered employment, when would you be available to begin work.

8. If hired, are you able to submit proof that you are legally eligible for employment in the United States? _____ Yes _____ No

9. Are you able to perform the essential functions of the job position you seek with or without reasonable accommodation? _____ Yes _____ No

What reasonable accommodation, if any, would you request?

10. Applicant's Skills

Check those skills that you have. List any other skills that may be useful for the job you are seeking. Enter the number of years of experience, and circle the number which corresponds to your ability for each particular skill. (One represents poor ability, while five represents exceptional ability.)

Skill	Years of Experience	Ability or Rating
<input type="checkbox"/> construction	_____	1 2 3 4 5
<input type="checkbox"/> yard maintenance	_____	1 2 3 4 5
<input type="checkbox"/> cleaning	_____	1 2 3 4 5
<input type="checkbox"/> office work	_____	1 2 3 4 5
_____	_____	1 2 3 4 5

11. Applicant Employment History

List your current or most recent employment first. Please list all jobs (including self-employment and military service) which you have held, beginning with the most recent, and list and explain any gaps in employment. If additional space is needed, continue on the back page of this application.

Employer Name: _____
 Supervisor Name: _____
 Address: _____
 City/State/ZIP: _____
 Job Duties: _____
 Reason for Leaving: _____
 Dates of Employment
 (Month/Year): _____

Employer Name: _____
 Supervisor Name: _____
 Address: _____
 City/State/ZIP: _____
 Job Duties: _____
 Reason for Leaving: _____
 Dates of Employment
 (Month/Year): _____

Employer Name: _____
Supervisor Name: _____
Address: _____
City/State/ZIP: _____
Job Duties: _____
Reason for Leaving: _____
Dates of Employment
(Month/Year): _____

1. Applicant's Education and Training

College/University Name and Address

Did you receive a degree? _____ Yes _____ No
If yes, degree(s) received:

High School/GED Name and Address

Did you receive a degree? _____ Yes _____ No

Other Training (graduate, technical, vocational):

Please indicate any current professional licenses or certifications that you hold:

Awards, Honors, Special Achievements:

References: List any two non-relatives who would be willing to provide a reference for you.

Name: _____
Address: _____
City/State/ZIP: _____
Telephone: _____

Relationship: _____

Name: _____

Address: _____

City/State/ZIP: _____

Telephone: _____

Relationship: _____

2. Please provide any other information that you believe should be considered, including whether you are bound by any agreement with any current employer:

During the trial period we do not withhold FICA or pay unemployment, you will receive a 1099 no later than January 30th for tax filing purposes. You will be responsible for paying your own taxes when you file. By signing this document you authorize Rethink Real Estate to perform a criminal background search.

Sign _____ Date _____

¶CERTIFICATION

I certify that the information provided on this application is truthful and accurate. I understand that providing false or misleading information will be the basis for rejection of my application, or if employment commences, immediate termination.

I authorize Rethink Real estate Property Management to contact former employers and educational organizations regarding my employment and education. I authorize my former employers and educational organizations to fully and freely communicate information regarding my previous employment, attendance, and grades. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment and education.

If an employment relationship is created, I understand that unless I am offered a

specific written contract of employment signed on behalf of the organization by its Owner, the employment relationship will be "at-will." In other words, the relationship will be entirely voluntary in nature, and either I or my employer will be able to terminate the employment relationship at any time and without cause. With appropriate notice, I will have the full and complete discretion to end the employment relationship when I choose and for reasons of my choice. Similarly, my employer will have the right. Moreover, no agent, representative, or employee of Rethink Real estate Property Management, except in a specific written contract of employment signed on behalf of the organization by its Owner, has the power to alter or vary the voluntary nature of the employment relationship.

I HAVE CAREFULLY READ THE ABOVE CERTIFICATION AND I UNDERSTAND AND AGREE TO ITS TERMS.

APPLICANT SIGNATURE

DATE