

NEWBRIDGE CENTER
WHEELING, WV
Part-Time Cleaning Position Application



APPLICANT INFORMATION

Full Name: _____

Phone Number: _____

Email Address: _____

Address: _____ - _____

City: _____

State: _____

ZIP: _____

AVAILABILITY

Monday - Friday evening cleaning shifts typically begin at about 4:30 or 5:00 pm.
Sunday cleaning may begin as early as 1:00 pm (or may begin later).
Saturday cleaning will only be 'as needed' based on potential future events.

What days are you available to work?

☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐ Saturday ☐ Sunday

PHYSICAL ABILITIES

This position requires regular physical tasks, including standing, bending, kneeling, lifting, and walking for extended periods. Are you able to perform the following tasks with or without reasonable accommodation? (Check all that apply)

- ☐ Stand and walk for extended periods (up to 4 hours at a time)
- ☐ Bend, stoop, kneel, and reach overhead
- ☐ Lift and carry up to 30 lbs (e.g., trash bags, cleaning supplies)
- ☐ Use commercial cleaning equipment (e.g., vacuums, mops, floor scrubbers)

If you require accommodations to perform any of these tasks, please explain: _____

EMPLOYMENT HISTORY

Employer Name: _____

Position Held: _____

Dates of Employment: _____

Reason for Leaving: _____

Supervisor Name & Contact: _____

EXPERIENCE

Do you have any previous cleaning/janitorial experience? ☐ Yes ☐ No

If yes, please describe: _____

Are you comfortable working in an environment with children present (though not during cleaning hours)? ☐ Yes ☐ No

REFERENCES

1. Name: _____

Relationship: _____ Phone: _____

2. Name: _____

Relationship: _____ Phone: _____

BACKGROUND CHECK CONSENT

Because this role is in a childcare environment, all applicants must consent to a background check and fingerprinting in accordance with state and local regulations. Do you consent to a background check if offered the position? ☐ Yes ☐ No

SIGNATURE

I certify that the above information is true and complete to the best of my knowledge.

Signature: _____

Date: _____