

CORPORATE MANAGEMENT GROUP
Employment Application



APPLICANT INFORMATION								
Last Name	VARELA	First	JAMEL	M.I.	R	Date	09-14-16	
Street Address	1848 IVY AVE E			Apartment/Unit #				
City	ST. PAUL	State	MN	ZIP	55119			
Phone	952-261-4257		E-mail Address					JAMEL.V@YAHOO.COM
Date Available	09-15-16	Social Security No.	468-31-7048		Desired Salary	10.50		
Position Applied for	OPEN							
Are you authorized to work in the U.S.?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>						
How did you hear about us?	Referral Name: INDEED.COM							

PREVIOUS EMPLOYMENT - NONE IN THE PAST YEAR							
Company	CLERKLY CLEAN			Phone			
Address				Supervisor			
Job Title			Starting Salary	\$	Ending Salary		\$
Responsibilities							
From	To	Reason for Leaving					
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Company				Phone			
Address				Supervisor			
Job Title			Starting Salary	\$	Ending Salary		\$
Responsibilities							
From	To	Reason for Leaving					
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>		

DISCLAIMER AND SIGNATURE	
I certify that my answers are true and complete to the best of my knowledge.	
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.	
Signature	<i>Jamel Varela</i>
Date	09-14-16

Jamel Varela

Saint Paul, MN

jamelvarela5_web@indeedemail.com - 952-261-4257

Willing to relocate: Anywhere

Authorized to work in the US for any employer

WORK EXPERIENCE

Basic Training

US Navy - Guidon bearer - February 2016 to Present

Attention to detail

Roving/Standing watch

Maintaining military readiness

Saluting officials when necessary

Held flag for company identification

Crew Lead

Clearly Clean - November 2012 to Present

Supervised a crew of four

Assisted in floor maintenance

Knowledge of cleaning equipment and products

Scheduled appointments

Coordinated residential and commercial accounts

Carpet Cleaner

Clearly Clean - March 2014 to November 2014

Cleaned and maintained locker rooms and equipment

Cleaned pool lights/filters, showers/grout

Installed/maintained basketball hoops

Used a lift to change/clean light fixtures/bulbs/filters

Associate sales (part-time)

Clearly Clean - January 2014 to May 2014

Assisted in remodel of new Maplewood store

Managed inventory/order merchandise

Provided excellent customer service

De-escalated complaint calls, received/filed orders via telephone

Inquired about merchandise availability in other stores

Assisted in training new staff

Assistant Manager (full-time)

Clearly Clean - April 2013 to December 2013

Responsible for opening/closing the store

Managed inventory/order merchandise, documented sales orders

Cleaned and organized the store and stockroom

Maintained a professional appearance and positive attitude

Worked independently

EDUCATION

Century Community College
August 2014 to Present

High School diploma
North St. Paul High School
August 2009 to June 2013

Hayden Heights Recreation Center
June 2010 to June 2011