

Let's Get Ready to Clean

There are a few things that we need to know before you start cleaning houses. **Initial each box** acknowledging that you understand each of these statements.

	<p>You will be provided with 3 new company shirts. You can purchase additional shirts for \$12 each. The cost of additional shirts will be deducted from your paycheck one week at a time for each shirt you purchase. So, if you get 2 additional shirts, we will deduct \$12 from your next 2 paychecks.</p>
	<p>You must wear a mask over your mouth and nose the entire time in the home starting before entering the customer's home. We provide you 4 reusable cloth masks. You can wear your own personal mask as long as it covers you nose and mouth. Personal masks must be business appropriate. You are also required to check your temperature every morning, and maintain 6-ft social distancing at all times with customers in the home. Your safety is our highest priority.</p>
	<p>You must wear gloves the entire time in the home, starting before you enter the home. The company provides a supply of disposable gloves. Gloves are also required when you turn your laundry at the end of the day. Your safety is our highest priority.</p>
	<p>Guarantee Work/Pay is the responsibility of each individual cleaner. If you do not clean 6 hours in a day or 30 hours in a week, you must complete any shortage of hours by working on "Guarantee Work Projects". Each house you clean has the job duration on the work order. Add up all your job durations for each day or week to determine if you are short cleaning hours. You must complete your Guarantee Work on the day you are short hours or within the same week. You cannot use Guarantee Work for days you call out sick or any other time you are not able to work. You will be provided with a list of Guarantee Work projects by your Area Manager. Contact the office at 770-790-4979 ext. 5 (Team Help) with any questions.</p>
	<p>You need to eat and snack during the day to fuel your body's increased needs. This is not optional and it's a common rookie mistake. You are no different from a professional Athlete. If you don't eat during the day, you will not make it through the day with the energy you need to do a good job and be safe.</p>
	<p>This job includes driving to customer's home. You will get paid drive time in two events. The first is when drive time exceeds 33% of your day's cleaning time. That is roughly 2 hours of driving for every 6 hours of cleaning. Any overage over this percentage is paid at your normal hourly rate up to daily guaranteed maximum. In an extreme example, that should never happen, if we send your team to clean in a different office's area, and if you had 6 hours of driving and 2 hours of cleaning, you would still get paid a full day based on guarantee pay. Regardless of your drivetime for the day, your start and end will not change. You will always be at the office at 7:45 and back to the office between 4:30-5:00. Driving is what we do in a home services business. Either way we pay you for a full day regardless how much driving your and your team do that day.</p>
	<p>We are here to help. Your Area Manager will check with you often throughout your first month. You can and should reach out to your Area Manager with any questions or concerns you have along the way. Their job is to help you succeed.</p>

Print Full Name: _____ Signature: _____

Date: _____