

## **APPLICATION FOR EMPLOYMENT**

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legal protected status.

(PLEASE PRINT)							
Position(s) Applied for:		Date of Application:					
How did you learn about us?							
□ Advertisement	□ Friend	□ Walk-in					
Employment Agency	□ Relative	□ Other					

Last Name		First Name	First Name		Middle Name								
Address (Numbe	er & Street)				Soc	cial S	Securi	ity N	umbe	er			
								-			-		
City	State	Zip Code	Dri	river's License Number									
Telephone Num	ber(s)	Pager/Mobile Phone #			Em	ail A	Addre	SS					

If you are under 18 years of age, can you provide required proof of your eligibility to work?				□ No
Have you ever filed an application with us before?		Yes, please give date_		_
Have you ever been employed with us before?		Yes, please give date_		□ No
Are you currently employed?			$\Box$ Yes	$\Box$ No
May we contact your present employer?			$\Box$ Yes	$\Box$ No
Are you prevented from lawfully becoming employed in this country status? <i>Proof of citizenship or immigration status will be required up</i>		Ũ	□ Yes	□ No
On what date would you be available to start work?	Please give	date:		
Are you available to work (Check all that apply):	□ Full Time	□ Part Time	□ Shift Work	
Are you currently on "lay-off" status and subject to recall?			$\Box$ Yes	$\Box$ No
Can you travel if a job requires it? If yes, how many miles one way?			$\Box$ Yes	$\Box$ No
Have you been convicted of a felony? Conviction will not necessarily disqua	lify an applican	t from employment.	$\Box$ Yes	$\Box$ No
If yes, please explain				

**Employment Experience** Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

Employer		Dates Employed		Work Performed
		From	То	
Address				
Telephone Numbers(s)		Hourly R	ate/Salary	
		Starting	Final	
Job Title :	Name of Supervisor :			
Reason for Leaving:	I			
Employer		Dates E	mployed	Work Performed
		From	То	
Address				
Telephone Numbers(s)		Hourly R	ate/Salary	
		Starting	Final	
Job Title :	Name of Supervisor :			
	-			
Reason for Leaving:				
Employer		Dates Employed		Work Performed
		From	То	
Address				
Telephone Numbers(s)		Hourly R	ate/Salary	
- · · ·		Starting	Final	
Job Title :	Name of Supervisor :	0		
Reason for Leaving:				
C				
Employer		Dates Employed		Work Performed
		From	То	
Address				
Telephone Numbers(s)		Hourly R	ate/Salary	
· · · · · · · · · · · · · · · · · · ·		Starting	Final	
Job Title :	Name of Supervisor :	~		
	runne of Supervisor .			
Reason for Leaving:		I	<u>                                     </u>	
reason for Douving.				

If you need additional space, please continue on a separate sheet of paper.

### **Education**

			Years	Type of Certification
	Name and Address of School	Course of Study	Completed	Diploma/Degree/Cert
Elementary				
School				
High				
School				
Undergraduate				
College				
Graduate				
Professional				
Trade/Vocational				
Others (Specify)				

### **Additional Information**

 Other Qualifications/Licenses/Certification (CNA, NAR, LPN, RN, HHA, EMT, etc.)

 Please summarize special job-related skills and qualifications acquired from employment or other experience.

Specialized Skills : List Skills and/or Equipment Operated

State any additional information you feel may be helpful to us in considering your application.

# **Note to Applicants**: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING.

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? A description of the activities involved in such a job or occupation is attached.

 $\Box$  Yes  $\Box$  No

#### **<u>References</u>** Include only individuals familiar with your work ability. Do not include relatives.

Name/Relationship	Address	Phone #
1		
2		
3		

#### Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature of Applicant

Date