

Employment Application

Resume or CV attached

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ :

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ :

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ :

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Military Service, if Applicable

Branch _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

Acknowledgment 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 provided in this application can have negative consequences to employment decisions.

Signature: _____ Date: _____

Authorization for Background Check

I _____ authorize _____ to conduct background checks which may be applicable for the position for which I am applying. This background checks may include but may not be limited to criminal background checks, driving records, sex offender/predator checks, professional licensure verification, verification of education, OIG Excluded Party Database, National Practitioner Data Bank, Malpractice History, or any other verification required by federal or state governments for the healthcare positions for which I am making application.

Please list all former names or aliases under which you have been known. Please include maiden names, former married names, nicknames, previous names and AKA names:

Also, list any states where you have resided and/or worked other than your current state of residence:

By signing below, I authorize this company for which I am making an application for employment to conduct any background checks as required by federal or state law or in the interest of this employer for the position for which I am applying.

Applicant's Signature _____ Date _____

Employer Comments

- References Checked** Comments: _____
- Education/Licensure Verified** _____
- Background Checks Performed** _____
- Call Back/2nd Interview** _____
- Employment Decision Made** _____

Employer Representative: _____ **Date:** _____