

Safehouse Residential Services Division

APPLICATION FOR EMPLOYMENT

Applications are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or in the presence of a non-related medical condition or handicap.

Date of Application: _____

Name: _____
Last Name First Name Middle Initial

Address: _____
Street City State Zip Code

Telephone: (____) _____ Social Security No: ____/____/____
Area Code Number

Are you a citizen of the United States of America? Yes No Are you 21 or older? Yes No

Drivers License #: _____ State: _____ Expiration: _____

Are you a veteran of the U.S. Military service? Yes No

If you are under 18 years of age, do you have a work permit? Yes No

If you have ever worked under another name, please identify: _____

YOUR JOB INTERESTS

Position Desired: _____ Date you can start work: _____

What starting salary or wage do you expect: \$ _____

Please check those you are available for: Full-time Part-time Temporary Other _____

Are you willing to work any shift? Yes No

Are there days in the week when you would not be available to work? Please specify: _____

How did you learn of this job opening? _____

Have you ever worked for this company before? Yes No

When? _____ Who was your supervisor? _____

Why did you leave? _____

Do you know anyone who works here? Yes No Who? _____

Have you ever been convicted, found guilty, or pled guilty to a crime other than a minor traffic violation?
 No Yes, explain: _____

Safehouse is a drug free, smoke free workplace. Employees will be subject to random drug testing.

Would you pass a drug test? Yes No

YOUR EDUCATION AND TRAINING

Please Circle Highest Grade Completed:

1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 1 2 3 4
Grade School High School College Trade/Tech

Last School Attended: _____

What extracurricular activities did you participate in, or special skills did you acquire, at the above-circled school(s) which might be helpful for the job in which you are applying? _____

YOUR WORK EXPERIENCE

Begin with your present or most recent employer. Include military assignments and other volunteer activities. Exclude organizational names which indicate race, color, religion, sex, or national origin.

Are you presently employed? Yes No

Are you on layoff and subject to recall? Yes No If yes, where? _____

Have you ever been discharged or asked to resign by an employer? Yes No If yes, explain: _____

1. Present or Last Employer: _____

Address: _____
Street City State Zip Code

Phone No.: () _____ Supervisor's Name & Title: _____

Job Title: _____ Reason for Leaving: _____

Dates of Employment: From _____ To _____ Salary/Hourly Rate: \$ _____
month/year month/year

Description of your work and responsibilities: _____

Will you receive a satisfactory reference from this employer? Yes No If no, explain: _____

May we contact your present employer at this time? Yes No If no, explain: _____

2. Next Previous Employer: _____

Address: _____
Street City State Zip Code

Phone No.: () _____ Supervisor's Name & Title: _____

Job Title: _____ Reason for Leaving: _____

Dates of Employment: From _____ To _____ Salary/Hourly Rate: \$ _____
month/year month/year

Description of your work and responsibilities: _____

Will you receive a satisfactory reference from this employer? Yes No If no, explain: _____

May we contact your previous employer at this time? Yes No If no, explain: _____

Describe any special qualifications for this job: _____

I CERTIFY that answers given herein are true and complete to the best of my knowledge. I authorize investigations of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not intended to be a contract of employment. In the event of employment, I understand that false or misleading information given on my application or interview may result in termination. I also understand that I may be subject to random drug testing and that refusing or failure to pass a drug test may result in termination.

Signature

Date