

Application for Employment

AR-A7940 Rev. 12/07

Employment History Please provide a minimum of the most recent 10 years employment history including any period of unemployment. Attach additional pages if needed.

Current or Most Recent	From Mo. Yr. Mo. Yr.	Company	Phone No. ()	Immediate Supervisor
	Salary \$	Address	May we contact them? <input type="checkbox"/> YES <input type="checkbox"/> NO	Name while employed
	Job Title	Other reference with this employer		Reason for leaving
	Nature of Duties			
1st Previous	From Mo. Yr. Mo. Yr.	Company	Phone No. ()	Immediate Supervisor
	Salary \$	Address	May we contact them? <input type="checkbox"/> YES <input type="checkbox"/> NO	Name while employed
	Job Title	Other reference with this employer		Reason for leaving
	Nature of Duties			
2nd Previous	From Mo. Yr. Mo. Yr.	Company	Phone No. ()	Immediate Supervisor
	Salary \$	Address	May we contact them? <input type="checkbox"/> YES <input type="checkbox"/> NO	Name while employed
	Job Title	Other reference with this employer		Reason for leaving
	Nature of Duties			
3rd Previous	From Mo. Yr. Mo. Yr.	Company	Phone No. ()	Immediate Supervisor
	Salary \$	Address	May we contact them? <input type="checkbox"/> YES <input type="checkbox"/> NO	Name while employed
	Job Title	Other reference with this employer		Reason for leaving
	Nature of Duties			

Professional References (Other than relatives) Give at least two references who have good knowledge of your work.

Name	Position	Address	Phone	Number of Years Known
1.				
2.				
3.				

<p>Please review and sign where indicated.</p> <p>In making application for employment:</p> <ul style="list-style-type: none"> I certify that the information in this application is true and complete for all practical purposes. It may be verified by the facility or any affiliate. Should a position be offered and later it is found that the information is significantly untrue, incomplete or misrepresented, I understand and agree that the facility or its affiliates are relieved of all commitments, financial or otherwise pertinent to employment, and that I am subject to immediate discharge without recourse. I understand that an investigative report may be made by a consumer reporting agency to include information as to my character, general reputation, personal characteristics and mode of living, whichever may be applicable. If such an investigative report is made, I understand that I will receive notice that such a report has been requested, and that I will have the right to make a written request for a complete and accurate disclosure of additional information concerning the nature and scope of the investigation. 	<ul style="list-style-type: none"> I understand and agree that any employee handbook which I may receive will not constitute an employment contract, but will be merely a gratuitous statement of facility policies. I understand that the facility reserves the right to require its employees to submit to blood tests and/or urinalyses for alcohol or drug screens, or to allow inspection of bags (including purses or briefcases) or parcels brought into or taken out of the facility. I understand that refusal to submit to a urinalysis, blood test or search, when requested to do so, may result in termination of my employment. Compliance with this facility's Substance Abuse Policy is a condition of employment. This facility requires that every new employee be free of alcohol or drug abuse. Each offer of employment is contingent upon successfully completing a urinalysis/screen for alcohol and drugs in accordance with the facility policy. Continued employment is also contingent upon compliance with the facility's Substance Abuse Policy. 	<ul style="list-style-type: none"> I agree to immediately disclose to the Company any debarment, suspension, exclusion or other event that makes me ineligible to participate in any Federal health care program, or receive a government contract. I understand and agree that if I am offered employment by the facility, my employment will be for no definite term and that the facility may terminate the employment relationship for cause. Cause is defined as a reason for disciplinary action that is no arbitrary, capricious or illegal, that is based on facts that the employer reasonably believes to be true. Some examples of cause include but are not limited to, (1) dissatisfaction with an employee for such reasons as lack of capacity or diligence, failure to conform to usual standards of conduct, or other culpable or inappropriate behavior, or (2) economic needs subject to the reasonable judgement of the employer. <p>Release:</p> <p>I hereby authorize any prior employers to provide such information concerning my employment with them as may be requested, and also authorize the Registrar/ Placement Office of all educational institutions attended to release an official copy of my transcript and, if available, faculty appraisals. I also authorize any appropriate licensing board to release full information concerning my licensure status and licensure history.</p>
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I have read and understand these conditions of employment	Applicant Signature _____	Date Prepared _____
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Office Use Only	<input type="checkbox"/> Referred to Department _____	<input type="checkbox"/> Not Qualified for Opening
	<input type="checkbox"/> Recommended Employment	<input type="checkbox"/> Hold for Future Opening
	<input type="checkbox"/> References Checked	
Date: _____		By: _____