



EMPLOYMENT APPLICATION

(Form to be completed by employee)

1. PERSONAL										
Full Name						Date:				
<i>Last</i>			<i>First</i>			<i>M.I.</i>				
Address										
<i>Street Address</i>			<i>Apartment/Unit #</i>							
<i>City</i>			<i>State</i>			<i>ZIP Code</i>				
Phone ()		E-mail Address(es)		Are you 18 years of age or older?			YES	NO	If no, please state your age.	
Have you ever been employed under a different name?				YES	NO	If yes, list all names used?				
Position Applied For				Date Available			Desired Salary \$			
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 employed under a different name?		YES	NO	If yes, please list all names used.						
Do you possess a valid driver's license?		YES	NO	Has your driver's license ever been suspended or revoked?				YES	NO	
If your driver's license has ever been suspended or revoked, please explain. Use back of form, if necessary.				If hired, would you have a reliable means of transportation to and from work?				YES	NO	
Are you currently employed?		YES	NO	If so, may we contact your current employer?				YES	NO	
Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? (We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a skill test.)		YES	NO	If no, describe the functions that cannot be performed.						
Have you ever been convicted of a crime regardless of whether that conviction resulted in a sentence, suspended sentence, probation, or other resolution following a plea, verdict, or other finding of guilt? In response to this question, do not include arrests that did not lead to conviction, convictions for any marijuana offense more than two years old, or any participation in or referral to a pre-trial or post-trial diversion program. No applicant will be denied employment solely on the grounds of convictions of a criminal offense. All applicants are required, however, to be fingerprinted and cleared for employment by the Department of Justice.		YES	NO	If yes, state nature of the crime(s), when and where convicted and disposition of the case.						

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2. EDUCATION

High School		Address, City, State, Zip			
From	To	Did you graduate?	YES	NO	Date Diploma Awarded
Are you currently enrolled in a high school completion course?			YES	NO	If yes, give expected completion date.
University, College or Business School		Address, City, State, Zip			
From	To	Did you graduate?	YES	NO	Degree(s)/Major(s)
Other		Address, City, State, Zip			
From	To	Did you graduate?	YES	NO	Degree(s)/Major(s)

3. PREVIOUS EMPLOYMENT

Company				Phone ()	
Address, City, State, Zip				Supervisor	
Job Title		Starting Salary \$		Ending Salary \$	
Responsibilities					
From	To	Reason for Leaving			
May we contact your current/previous supervisor for a reference?				YES	NO
Company				Phone ()	
Address, City, State, Zip				Supervisor	
Job Title		Starting Salary \$		Ending Salary \$	
Responsibilities					
From	To	Reason for Leaving			
May we contact your current/previous supervisor for a reference?				YES	NO
Company				Phone ()	
Address, City, State, Zip				Supervisor	
Job Title		Starting Salary \$		Ending Salary \$	
Responsibilities					
From	To	Reason for Leaving			
May we contact your previous supervisor for a reference?				YES	NO

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4. REFERENCES

List the names of three professional persons who can give information about your background, character, abilities, etc.

Full Name		Relationship	
Company		Phone	()
Address, City, State, Zip			

Full Name		Relationship	
Company		Phone	()
Address, City, State, Zip			

Full Name		Relationship	
Company		Phone	()
Address, City, State, Zip			

5. PROFESSIONAL AND TECHNICAL QUALIFICATIONS

Please list all Licenses or Certificates of Competence held.

Please list the names of Professional Associations of which you are a member.

NOTES:

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DISCLAIMER AND SIGNATURE

I hereby certify under penalty of jury that the above answers are true and correct to the best of my knowledge. I give my permission for any necessary verification.

Employment at Bienvenidos is at-will, and subject to termination at any time, by Bienvenidos, or yourself, with or without cause.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature		Date	
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