



THE OAKS

EMPLOYMENT APPLICATION

We are a Drug-Free Workplace & Equal Opportunity Employer.

APPLICANT INFORMATION												
Last Name				First				M.I.		Date		
Street Address						Apartment/Unit #						
City				State				Zip				
Phone				E-mail Address								
Date Available			Social Security No.				Desired Salary					
Position Applied for				Drivers' License #				State		Exp. Date		
Part-Time <input type="checkbox"/>		Full-Time <input type="checkbox"/>		Please circle the shifts you are willing to work: 7-3 3-11 11-7 7a-p 7p-a								
Are you over the age of 18?				YES <input type="checkbox"/>		NO <input type="checkbox"/>		Are you authorized to work in the U.S.?			YES <input type="checkbox"/> NO <input type="checkbox"/>	
Have you ever worked for this company?				YES <input type="checkbox"/>		NO <input type="checkbox"/>		If so, when?				
Have you ever been convicted of a felony?				YES <input type="checkbox"/>		NO <input type="checkbox"/>		If yes, explain				
Do you have convictions other than minor traffic?				YES <input type="checkbox"/>		NO <input type="checkbox"/>		If yes, explain				
Do you have any relatives employed at The Oaks?				YES <input type="checkbox"/>		NO <input type="checkbox"/>		If yes, who?				
Referral Source: Responding to an Ad <input type="checkbox"/> Walk-In <input type="checkbox"/> Referred by Friend/Relative <input type="checkbox"/> Referred by Employee <input type="checkbox"/> _____												
EDUCATION												
High School				Address								
From		To		Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree		
College				Address								
From		To		Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree		
Other				Address								
From		To		Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree		
For positions requiring submission of certificates, licenses, etc. this application is not complete until such documentation is received. Professional license/registration/certification held _____ License Number _____ Expiration Date _____ States in which currently licensed _____												
Please list any special skills, experiences, professional, associations or honors which you feel would qualify you for the job which you have applied: <div style="border: 1px solid black; height: 40px; width: 100%;"></div>												
REFERENCES												
<i>Please list three professional references. Relatives not included.</i>												
Full Name				Relationship				Phone				
Address												
Full Name				Relationship				Phone				
Address												
Full Name				Relationship				Phone				
Address												

PREVIOUS EMPLOYMENT			
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

DISCLAIMER AND SIGNATURE	
<p>I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be sufficient cause for denial of employment or discharge. I also agree and/or understand that I will be required to successfully pass a post-offer, pre-employment medical examination as a condition of employment. The conditional employment offer may be withdrawn based on the results of the medical examination. I understand that nothing contained in this application or in the granting of an interview is intended to create an employment contract between The Oaks and myself for either employment or for the providing of any benefits. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon The Oaks unless made in writing. If an employment relationship is established, I understand that I have the right to terminate my employment at any time and that The Oaks retains the same right. I authorize all persons, schools, companies and law enforcement agencies to supply any information concerning my background and release them from any liability and responsibility arising from their doing so.</p>	
Signature	Date