

St. Mary's Services

An Equal Opportunity Employer

Application for Employment

The Company considers applicants in accordance with applicable laws prohibiting discrimination on the basis of race, religion, color, sex, age, national origin, disability, veteran/military status, and/or any other classification protected by federal, state and/or local law.

This form must be completed fully and accurately for your application to be considered. If a particular question is not applicable write NA. If you do not know the answers to a particular question write, "Don't Know".

If you need help filling out this Application form please inform Management.

Name-Last _____ First _____ Middle _____ Date _____
Street Address _____
City _____ State _____ Zip _____
Telephone _____

Are you a U.S. citizen or otherwise authorized to work in the U.S. on an unrestricted basis? (You may be required to provide documentation) _____

Position applied for _____

How did you hear of this opening? _____

When can you start? _____ Desired Wage? _____

What hours are you available to work? _____

Have you ever applied for employment here? _____ When? _____

Have you ever been employed by this company? _____ When? _____

Are you over 18 years of age? _____

Have you ever been convicted of a felony? _____

If yes please describe the conditions: _____

Education: School Name and Location Graduation? Major Degree
High School _____
College _____
College _____
Other Training _____

Complete if applying for a position which will require you to operate your personal vehicle or a company vehicle.

For positions in which driving may be a part of the job, you need to provide proof of automobile insurance.

1. Do you have a valid drivers license? _____

2. Have you ever been involved in any motor vehicle accidents while driving during the past three years? _____

3. Do you have any restrictions on your driver's license at present? _____

4. Have you been convicted of a moving violation in the past five years? _____

If you answered "yes" to answers (2) through (4), please explain in appropriate detail. Attach a separate sheet if necessary.

In addition to your work history, are there other skills qualifications or experience that we should consider?

Work Background

List all your previous employers, giving last or present employer first. (Include self-employment, paid and unpaid employment.) Account for all periods between jobs. Attach a separate sheet if necessary. You do not need to account for more than the most recent 15 years.

Most recent Employer _____ Your position Title _____

Address _____ Supervisor _____

City _____ State _____ Zip _____ Supervisor's Telephone _____

Date of employment From: _____ To: _____ Hrs per week _____

Monthly salary-Start: _____ End: _____ May we contact your employer? _____

Job Duties _____

Reason for leaving: _____

Account for periods between jobs: _____

Employer _____ Your position Title _____

Address _____ Supervisor _____

City _____ State _____ Zip _____ Supervisor's Telephone _____

Date of employment From: _____ To: _____ Hrs per week _____

Monthly salary-Start: _____ End: _____ May we contact your employer? _____

Job Duties _____

Reason for leaving: _____
Account for periods between jobs: _____

Employer _____ Your position Title _____
Address _____ Supervisor _____
City _____ State _____ Zip _____ Supervisor's Telephone _____
Date of employment From: _____ To: _____ Hrs per week _____
Monthly salary-Start: _____ End: _____ May we contact your employer? _____
Job Duties _____

Reason for leaving: _____
Account for periods between jobs: _____

Employer _____ Your position Title _____
Address _____ Supervisor _____
City _____ State _____ Zip _____ Supervisor's Telephone _____
Date of employment From: _____ To: _____ Hrs per week: _____
Monthly salary-Start: _____ End: _____ May we contact your employer? _____
Job Duties _____

Reason for leaving: _____
Account for periods between jobs: _____

References (Professional contacts and/or co-workers) _____
Name: _____ Address: _____ Phone # _____
Name: _____ Address: _____ Phone # _____
Name: _____ Address: _____ Phone # _____

PLEASE READ CAREFULLY BEFORE SIGNING

I certify that the information set forth in this Application for Employment is true and complete to the best of my knowledge. I understand that, if employed, false or misleading statements, misrepresentation, or omission facts, on this application shall be considered a violation of the company's rules and will subject me to immediate termination.

I understand that if offered employment, such employment shall be contingent upon proof of identity and verification of eligibility for employment in the United States in accordance with the Immigration Reform and Control Laws.

I authorize the Company to request of others including my current and any previous employers (except as previously noted on this application), any information concerning my previous employment, educational history, character, general reputation and similar background information. I hereby release the Company and all parties and persons contacted to obtain any such information from all claims, liabilities and demands for whatever reason. I further consent to the Company's use of third party information gatherers in requesting such information and hereby acknowledge that I have received the Fair Credit Reporting Act Request for Consumer Report Authorization Form and signed such form.

If employed, I agree to abide by the Company's policies and procedures. Furthermore, I understand that this is not a contract of employment, that I will not be employed for any specific period of time and that I may resign at any time with or without notice, and **the Company may terminate my employment at any time, with or without cause** and with or without prior notice and the any assurances of continued employment whether written, oral or by conduct, shall not be interpreted as changing the "**at will**" nature of my employment relationship with the Company unless specifically acknowledged in writing by the Management.

Signature: _____ Date _____