



# Employment Application

*Thank you for your interest in joining our team!*

Date applied: \_\_\_/\_\_\_/\_\_\_

Name: \_\_\_\_\_ Email address: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone number: (\_\_\_\_) \_\_\_\_\_

### ~General Job Information~

Position desired: \_\_\_\_\_ Desired number of hours per week: \_\_\_\_\_

Date available: \_\_\_\_\_ If hired, would you need to give notice to a current employer? \_\_\_\_\_

Desired wage/salary: \$\_\_\_\_\_ How did you learn about this job? \_\_\_\_\_

Please indicate available timeframe for each day:

Day	Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>Time Available</b>							

### ~Education, Training, Licensing~

Type of School	School Name & Location	Major/Program Emphasis	Degree/Diploma	Dates Attended
High School				
College/Other				
College/Other				

Please list and describe any other relevant education or specialized: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please list any certifications or licenses that might be pertinent to this job:

Type of License or Certification	License Number	Licensing Agency	Date Obtained	Date of Expiration (If any)

## ~Employment History~

May we contact your current employer? Yes \_\_\_ No \_\_\_

### Current/most recent job

Employer: \_\_\_\_\_ Location: \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Contact number: (\_\_\_\_) \_\_\_\_\_  
Your position: \_\_\_\_\_ Dates worked: from \_\_\_\_\_ to \_\_\_\_\_  
Duties: \_\_\_\_\_

Salary/wage: \$\_\_\_\_\_ start to \$\_\_\_\_\_ finish Why did you leave? \_\_\_\_\_

Optional questions:

What was/is the best aspect of this job? \_\_\_\_\_

What was/is the worst aspect of this job? \_\_\_\_\_

### Previous job

Employer: \_\_\_\_\_ Location: \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Contact number: (\_\_\_\_) \_\_\_\_\_  
Your position: \_\_\_\_\_ Dates worked: from \_\_\_\_\_ to \_\_\_\_\_  
Duties: \_\_\_\_\_

Salary/wage: \$\_\_\_\_\_ start to \$\_\_\_\_\_ finish Why did you leave? \_\_\_\_\_

Optional questions:

What was the best aspect of this job? \_\_\_\_\_

What was the worst aspect of this job? \_\_\_\_\_

### Previous job

Employer: \_\_\_\_\_ Location: \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Contact number: (\_\_\_\_) \_\_\_\_\_  
Your position: \_\_\_\_\_ Dates worked: from \_\_\_\_\_ to \_\_\_\_\_  
Duties: \_\_\_\_\_

Salary/wage: \$\_\_\_\_\_ start to \$\_\_\_\_\_ finish Why did you leave? \_\_\_\_\_

Optional questions:

What was the best aspect of this job? \_\_\_\_\_

What was the worst aspect of this job? \_\_\_\_\_

*If you would like to share more employment history, please attach your resume.*

*~Additional Information~*

*The optional questions on this page are designed to help us get to know you better.  
We greatly appreciate thoughtful and honest answers.*

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Why do you wish to work at Meadowbrook Village Christian Retirement Community? \_\_\_\_\_

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When you are not working, what do you like to do? \_\_\_\_\_

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What are your key skills or strengths? \_\_\_\_\_

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Describe your dream job. \_\_\_\_\_

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Anything else that you would like to tell us? \_\_\_\_\_

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*Please complete all 4 pages of this application*

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country? Yes \_\_\_ No \_\_\_

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? Yes \_\_\_ No \_\_\_

Are you proficient in speaking, reading, and writing English? Yes \_\_\_ No \_\_\_

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)? Yes \_\_\_ No \_\_\_

If yes, state the nature of the crime(s), when and where convicted, and disposition of the case:

\_\_\_\_\_  
\_\_\_\_\_

All employees of Meadowbrook Village are required by the State of California to pass a criminal records check prior to beginning employment. (See CA Code of Regulations, Title 22, Div. 6, Chap. 8, §87219.)

I understand and accept this condition of employment: \_\_\_\_\_  
Initials

*Please read the following statement carefully*

Meadowbrook Village Christian Retirement Community, Inc. is an Equal Opportunity Employer and does not discriminate in hiring or employing on the basis of race, color, national origin, sex, age, disability, veteran status, or any other basis prohibited by federal, state or local ordinance. The information contained in this employment application will be used solely to determine your qualifications for the position for which you applied.

I authorize investigation of all statements contained in this application. I understand that falsification, misrepresentation or omission of facts called for will result in immediate dismissal or removal of my application from consideration. I authorize Meadowbrook Village to secure information about my experience with former employers, educational institutions and agencies, and for those parties to provide information concerning my experience, releasing all parties from liability.

I agree that should I be offered employment at Meadowbrook Village, I will submit to a post-offering health screening, which will include a TB test and screening for illegal drugs. My failure to cooperate will result in being removed from consideration for employment. I also understand that any offers for employment will be withdrawn if the TB virus or illegal drugs are detected through testing.

Meadowbrook Village Christian Retirement Community, Inc. is an "at-will" employer. This means that Meadowbrook Village, or the employee, may terminate employment at any time with or without notice, and with or without cause. This policy of "at-will" employment applies to every employee in the organization.

I CERTIFY THAT I HAVE READ AND UNDERSTOOD THE FOREGOING AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE INFORMATION ON THIS FORM IS TRUE AND CORRECT.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date