

# Claremont Retirement Village

# APPLICATION FOR EMPLOYMENT

Last Name	First	Middle	Date
Street Address			Home Phone
City	State	Zip	Business Phone
Are you legally eligible for employment in the United States?    Yes    No			Social Security Number
List any friends or relatives working for us		Are you 18 years or older:    Yes    No	
Have you been convicted of a crime within the past ten years (excluding misdemeanors and traffic offenses)?    Yes    No			
If yes, list convictions and dates:			
Criminal conviction is not an absolute bar to employment, but will be considered only in relation to specific job requirements			

## EMPLOYMENT DESIRED

Position Desired	Permanent	Full Time
	Temporary	Part Time
Date available for Work	Salary Desired: \$	
How were you referred to our company?	Newspaper	Agency
	School	Employee
	Walk-in	Other
Have you ever applied to our company before?	Yes	When?
	No	

## EDUCATION

School	Name and Location of School	Course of Study	No. of Years Completed	Did you Graduate?	Degree or Program
High School				Yes	
				No	
College				Yes	
				No	
Other				Yes	
				No	

## REFERENCES

Name (Do not use former employers or relatives)	Address	Phone	Occupation

**THIS SECTION MUST BE FULLY COMPLETED BEFORE YOU CAN BE CONSIDERED FOR EMPLOYMENT**

Describe your duties in detail, as to type of work, responsibilities, and number of people supervised, if applicable

Name and location of present employer _____ _____ Phone (_____) _____ Dates of Employment (month, year) From _____ To _____ Rate of pay \$ _____ per _____	Exact title of your job and duties performed _____ _____ _____ Reason for leaving _____ Name of your supervisor _____
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I certify that the facts contained in this application are true and complete to the best of my knowledge. I authorize investigation of all statements made on this application, and release the company and all my former employers, references, and educational institutions from all liability for requesting and providing such information. I understand that falsification or omission of facts shall be sufficient grounds for dismissal.

I understand that my employment is subject to satisfactory completion of a drug screening test by a company designated laboratory or physician at the time of employment and at such time as may be required by the company.

In consideration of my employment I agree to conform to the rules and regulations of the company. I understand and agree that my employment is for no definite period of time and may, regardless of the date of payment of my wages, be terminated at any time with or without prior notice.

Signature of applicant	Date
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