



XX

**EDUCATION & TRAINING:**

	Name & Location	Graduate?	Degree?	Major/Subjects of study
<b>High School</b>				
<b>College or University</b>				
<b>Specialized Training, Trade School, etc.</b>				
<b>Other Education</b>				

Licenses: \_\_\_\_\_

Other credentials: \_\_\_\_\_

XX

**PREVIOUS EXPERIENCE:**

Please list positions starting with the most recent.

Dates Employed	Company Name	Position Title	Supervisor	Salary

Position Responsibilities and Reason for Leaving: \_\_\_\_\_

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

Dates Employed	Company Name	Position Title	Supervisor	Salary

Position Responsibilities and Reason for Leaving: \_\_\_\_\_

\_\_\_\_\_

Dates Employed	Company Name	Position Title	Supervisor	Salary

Position Responsibilities and Reason for Leaving: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

If you are currently employed, may we contact your present employer?  YES  NO  
 If yes, please list contact person and phone number: \_\_\_\_\_  
 \_\_\_\_\_

**XX**

**OTHER INFORMATION:**

If hired, would you be able to present evidence of your U.S. citizenship or proof of your legal right to work in the United States?  YES  NO

If hired, are you willing to submit to and pass a controlled substance test?  YES  NO

If hired, are you willing to submit to a background check using fingerprints?  YES  NO

Do you smoke?  YES  NO

Are you able to perform the functions of the position for which you are applying, either with or without reasonable accommodations?  YES  NO

If no, describe the functions you cannot perform: \_\_\_\_\_

(The Hendricks House Group complies with the ADA and considers reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. It is possible that a hire may be tested on skill/agility and may be subject to a medical examination by a medical professional.)

Are there any other areas of the job description that you cannot meet?  YES  NO

If yes, what are those areas? \_\_\_\_\_

**XX**

**PLEASE READ AND INITIAL EACH PARAGRAPH AND THEN SIGN BELOW:**

\_\_\_\_\_: I certify that I have not purposely withheld any information that might adversely affect my chances for hiring. I attest to the fact that the answers given by me are true and correct to the best of my knowledge and ability. I understand that any omission (including any misstatement) of material fact on this application or any document used to secure employment can be grounds for rejection of application or, if I am employed by The Hendricks House Group, terms for my immediate termination from The Hendricks House Group.

\_\_\_\_\_ I understand that if I am employed, my employment is not definite and can be terminated at any time either with or without prior notice and by either me or The Hendricks House Group (The Hendricks House Group is an AT WILL EMPLOYER).

\_\_\_\_\_ I permit The Hendricks House Group to examine my references, record of employment, education record, and any other information I have provided. I authorize the references (both professional and personal) I have listed to disclose any information related to my work record and my professional experiences with them, without giving me prior notice of such disclosure. In addition, I release The Hendricks House Group, my former employers, and all other persons from any and all claims, demands, or liabilities arising out of or in any way related to such examination or revelation.

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_