

3952 Columbia Avenue West Hempfield Twp., PA 17512-9715 717-285-5443 www.stannesrc.org

## APPLICATION FOR EMPLOYMENT

St. Anne's Retirement Community is an Equal Opportunity Employer. We consider applicants for all positions on the basis of qualifications and without regard to race, color, creed, national origin, ancestry, age, sex, religion, basis of genetic information, handicap, disability, marital status, sexual orientation, veteran status or any other legally protected status.

		AL INFORMATION use Print Clearly)		
Name:			Date:	
Last	First	Middle		
Home Address:				
	mber and Street	City	State	Zip
Telephone #:		E-mail Address:		
Have you lived in the state	e of Pennsylvania for the pa	st two years? Yes	No	
Were you ever employed	here?	Yes	No	
If yes when and why did y	ou leave?			
Are you 18 years of age o	r older?	Yes	No	
		d States? Yes de documentation to verify el	No ligibility.)	
How did you learn about	us? Newspaper Ad	Job Fair	Other	
Referred by:				
Have you ever been convi	cted of a felony or misdeme	eanor? Yes No		
If so, explain:  (Note: Employment will Term Care Facilities.)	be considered to the extent t	that convictions are not on the	e prohibited list for hire	e in Long
Have you ever been invol	ved in or reported for abusin	ng or neglecting a client?		
I do I do not I was I was not	have a history of or con dismissed from employs	viction for violent crimes. ment due to abuse of clients, i	residents or fellow emp	oloyees.

Criminal background checks are required and completed for all applicants and employees.

## EMPLOYMENT DESIRED

Position Applying for:			Salary Desired:	
Alternate Position Applying for:			Salary Desired:	
Requesting:	Full Time;	Part Tim	ne; Temporary	
	Shift	;	Second Choice	
Date you can start?		·		
		EDUCAT	ΓΙΟΝ	
High School:				
Number of years con	mpleted? (circle one) 1	2 3 4		
Diploma? Yes_	No		G.E.D.? Yes No	
School(s):			City/State:	
College:				
Number of years con	mpleted? (circle one) 1	2 3 4		
Major:			Degree(s) Earned:	
School(s):			City/State:	
Vocational/Technic	cal School:			
Certificate Obtained	l:			
qualification:			d like to have us consider in evaluating your	
U.S. Military Servi	ce:			
Dates of Service: Fr	om	_ To	Branch:	
Rank and Principle	Duties:			

## **EMPLOYMENT HISTORY**

Name	Address			Occupation	]	Phone #		Acquainted
Give below th	e names of three per	rsons no		REFERENCES, whom you have		at least two	years:	Years
Reason for Le	aving:							
	From (mo/yr)						/	Final \$
					Pay:			
Address:					Telephor	ne:		
Employer:				<u> </u>	Position:			
Reason for Le	aving:							
эшрюуец	From (mo/yr)	/	To (mo/yr)		ray	Start \$	/	Final \$
	aving:							
Employed:	From (mo/yr)	/	To (mo/yr)		Pay:	Start \$	/	Final \$
Address:					Telephor	ne:		
Employer:					Position:			
	employers in consections							
f any employ	ment was under a di	ifferent	name (i e maid	en name) indicat	te name			

## AGREEMENT

I have applied/accepted employment at St. Anne's Retirement Community. In doing so, I understand that St. Anne's Retirement Community has a special obligation to clients, residents and staff in respect to their personal property and safety. I hereby give St. Anne's Retirement Community the right to make a thorough investigation into my previous employment, education, references, character and I release from all liability all persons supplying such information. The investigation is not limited to the above and criminal checks both State and Federal can be required. I authorize all public officials or persons involved in reference for employment to furnish information necessary for employment at St. Anne's Retirement Community. Records obtained will be confidential.

I release, indemnify, and hold harmless St. Anne's Retirement Community from and against any and all liability that might result from making such an investigation. I also understand that any false statement, or misrepresentation made by me in this application shall constitute sufficient cause for discharge.

I understand that nothing contained in this employment application or granting an interview is intended to create an employment contract between St. Anne's Retirement Community and myself for either employment or for the granting of benefits.

No promise regarding employment has been made to me, and I understand that no such promise or guarantee is binding upon St. Anne's Retirement Community unless made in writing. Employment offers are contingent upon the successful completion of all of St. Anne's pre-employment requirements. If an employment relationship is established, I understand and agree that it is not for a definite period of time and that I have the right to terminate my employment at any time and that St. Anne's Retirement Community retains a similar right. I understand that, if accepted for employment, it is necessary to abide by the rules and policies of St. Anne's Retirement Community.

I affirm that I have a genuine intent and no other purpose in applying for a job with St. Anne's Retirement Community.

Signature of Applicant	Date