

LIVING INDEPENDENTLY FOREVER, INC. Employment Application

- All pages of application must be completed to be considered for employment.

Personal Information:

Applicant Name: _____ Date: _____

Present Address: _____

City: _____ State _____ Zip Code: _____

Telephone: _____ Cell: _____

Social Security Number: _____

Emergency Contact (Name & Number): _____

Relationship to Applicant: _____

Are you seventeen (17) years of age or older? Yes No

Are you eighteen (18) years of age or older? Yes No

Are you a United States of America citizen? Yes No

Your job description includes driving. Do you have a valid driver's license? Yes No

Please provide driver's license number: _____

Expiration Date: _____ State: _____

Do you have current automobile insurance? Yes No

Regulations require a criminal, employment and personal background check on new employees. Have you ever been arrested as an adult or juvenile? Yes No

Include all charges, regardless of outcome (i.e. dismissal, withheld judgment, guilty, not guilty, etc.)

If yes, please explain:

Have you ever been convicted of a crime(s)? If yes, please document type of crime:

How long ago were you convicted of a crime(s)?

Do you have a communicable disease? Yes No

If yes, please feel free to explain further:

Educational History:

Highest completed year of High School? _____

Check one: HS Diploma GED Neither

Highest completed year of college? _____

Name(s) of college and/or University? _____

Degree(s) earned: _____

Other educational experiences: _____

Training History:

Have you ever had training or been certified in the following:

CPR: Yes No First Aid: Yes No

CPR Expiration Date: _____ First Aid Expiration Date: _____

Assistance with Medications (AWM): Yes No

Pre-employment Questions:

Do you have any previous experience working with individuals with developmental disabilities (Paid or Volunteer)? If yes, please explain:

What are your expectations of LIFE, Inc. as an employer?

Why do you think you would work well with the Developmental Delayed population?

What would a past employer say are two of your strengths?

1. _____
2. _____

What position are you applying for:

- Residential Habilitation Technician
- Developmental Therapy Technician
- RH Trainer
- DDA Trainer
- Developmental Specialist/IBI Professional
- Program Coordinator
- Other _____

What hours are you available to work (please fill in available times):

Monday: _____
Tuesday: _____
Wednesday: _____
Thursday: _____
Friday: _____
Saturday: _____
Sunday: _____

Preference: Full-Time Part-Time

If you prefer full-time employment, would you be willing to start at Part-Time:

Yes No

All employees may be expected to work at least one day on the weekend. Would this be a problem for you? Yes No ... If yes, please explain:

If you have a preference, what weekend day would you prefer to work?

Saturday and/or Sunday

Persons impaired by substance abuse endanger participants, themselves, community members, and co-workers. By prohibiting substance abuse, and establishing a process to determine whether employees are engaged in substance abuse, the company seeks to prevent and reduce negative risks and ill effects.

It is the policy of LIFE, Inc. to drug test all new hires. Are you willing to consent to a saliva sample drug test? Yes No

Employment History:

Employer: _____ Telephone: _____
Supervisor: _____ Position: _____
Date(s) of employment: _____ From: _____ To: _____
Reason for leaving employment: _____

Employer: _____ Telephone: _____
Supervisor: _____ Position: _____
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Supervisor: _____ Position: _____
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May we contact your employer or previous employer(s)?

Yes No

If no, please explain: _____

I grant permission for the employer of these institutions to release the indicated information to the person(s) or agencies identified. I also release the employers from any and all liability resulting from the release of such information. I understand the employer, if so directed by the courts, may release other information.

Employee Signature

Date

Any misleading or inaccurate statements on this application may result in immediate termination of employment.