



**LifeServices Management Corporation
LifeServices Development Corporation
Whipple-Allen Real Estate
Application for Employment**

Please print or type all answers completely. This application will not be processed if it is not completed in full. All information will be held in confidence. **LifeServices/Whipple-Allen is an equal opportunity employer.** You are not required to give any information on this form that is prohibited by law. Reasonable accommodations will be made to process this application if needed.

***This application expires in sixty days past the date of signature. If you would still like to be considered for employment after the expiration date, please notify us.**

ANY OFFER OF EMPLOYMENT MAY BE CONDITIONED UPON THE RESULTS OF POST-OFFERING MEDICAL EXAMINATIONS AND/OR INQUIRIES WHICH ARE REQUIRED OF ALL ENTERING EMPLOYEES AND UPON PASSAGE OF A TEST DESIGNED TO MEASURE YOUR ABILITY TO PERFORM THE ESSENTIAL FUNCTIONS OF THE POSITION OFFERED.

Use an additional sheet if this form does not provide sufficient space for you to complete your answer to any item.

Facility to which you are applying _____

Name _____ **Date** _____

Address _____

City, State, ZIP _____ **Phone # (____)** _____

Position applying for _____

When will you be available for work? _____ **When is the best time to reach you?** _____

Are you 18 years of age or older? _____ **If "No", please list your date of birth.** _____

Are you a citizen of The United States or authorized to work in The United States? ___ Yes ___ No
(Federal Law requires proof of identity and employment authorization for all new employees)

Have you been a resident of this state, uninterrupted, for at least two years? ___ Yes ___ No

Do you have a valid driver's license? _____ **If "Yes", give state and license number** _____

LifeServices/Whipple-Allen works scheduled shifts that cover day, evening, night, weekends, and holiday hours. If hired, will you be able to meet the attendance required? _____

If no, please explain _____

Have you ever been employed by LifeServices/Whipple-Allen before? _____ **If "Yes", give dates and position you held** _____

Have you ever been convicted of a felony or misdemeanor?_____ If "Yes", please explain_____

(A criminal conviction will not absolutely bar you from employment, but it will be considered in relation to specific job requirements)

Educational History

Circle the last year you completed:	<u>School</u>	<u>Major Subjects</u>
Elementary School 5 6 7 8	_____	not applicable
High School 1 2 3 4	_____	_____
College 1 2 3 4	_____	_____
Other (Vo-Tech, Business, Military)	_____	_____

List any licenses, certificates or special accreditation you hold that might relate to the position(s) for which you are applying:_____

Personal References

List three persons (Other Than Family Members or Previous Employers) who we may contact on your behalf:

Name	Address	Occupation	Phone #
Name	Address	Occupation	Phone #
Name	Address	Occupation	Phone #

Other Information

Why would you like to work for LifeServices/Whipple-Allen?

Please provide any information that you feel will be helpful to LifeServices/Whipple-Allen in evaluating your suitability for employment _____

I hereby certify that the foregoing statements are true and correct to the best of my knowledge and belief and hereby grant LifeServices/Whipple-Allen permission to verify such answers and investigate work and personal references. I understand that any false statements in this application or in any interview may be considered sufficient reason for rejection of this application or for dismissal if such false information is discovered subsequent to my employment. I understand that no representation made by LifeServices/Whipple-Allen or its supervisors, whether in writing or made orally, constitutes a contract of employment or implies any promise or limitation regarding specific policies or benefits, etc., or limits LifeServices/Whipple-Allen's right to discharge me without notice or liability to me for salary, wages, except such as may have been earned up to the date of termination or service. I also understand that my wages, benefits, and other terms or conditions of employment are subject to change by LifeServices/Whipple-Allen and, if hired, I will be notified of these changes. I also agree, if hired, that upon the termination of my employment with LifeServices/Whipple-Allen, whether upon my decision or LifeServices/Whipple-Allen's, that LifeServices/Whipple-Allen may offset and deduct from my final paycheck any and all amounts I owe them for any reason, including but not limited to salary advances, employee purchases, loans and losses or damages which LifeServices/Whipple-Allen sustains as a result of my willful or negligent acts. I hereby agree to take physical and other examinations whenever required by LifeServices/Whipple-Allen. I authorize the employers, schools, or persons named above to give information regarding my previous employment, character, general reputation, and personal characteristics, together with any information they have regarding me whether or not it is in their records. I hereby release listed employers, schools, and references from all liability for any damage issuing this information. I also agree, if accepted for employment, I hereby agree to abide by the rules and regulations of LifeServices/Whipple-Allen.

In addition, I certify that I have never been convicted of a violent crime or have been dismissed from employment due to substantiated abuse or neglect of residents or clients.

Signature

Date