

BETHESDA HOME



Employment Application

Application Date: _____ Position(s) applied for: _____

Last Name: _____ First Name: _____ Middle Name: _____

Present Address: _____ City, State, Zip: _____

Social Security Number: _____ - _____ - _____ Home Phone: _____ Cell: _____

E-mail address: _____ Best time to contact you: _____

Times you are available to work:

Full Time (30-40): _____ Part Time (20-30): _____ Part Time (less than 20): _____ PRN (when called): _____

Circle: Days Evenings Nights Weekends

Would you work overtime if asked? Yes No Other shifts or times if asked or available? Yes No

What is your desired salary range? : _____ Date available to begin work?: _____

Have you worked 40 hours or more in the last 60 days?: Yes No Currently employed?: Yes No

If so, may we contact your current employer? Yes No

Are you currently on "lay-off" status and subject to recall? Yes No

Can you travel if a job requires it? Yes No

Are you under 18 years of age? Yes No

Can you provide required proof of your eligibility to work? Yes No

Have you ever applied at Bethesda before? Yes No If yes, give date: _____ Department: _____

Have you ever worked for us before? Yes No If yes, give date: _____ Department: _____

Do you have any friends &/or relatives who work here? Yes No

If yes, give name and relationship: _____

How did you learn about us? Telephone Friend Relative Advertisement Employment Agency

Other _____

Are you prevented from lawfully becoming employed in this country because of Visa or immigration status? Yes No

(Proof of citizenship or immigration status will be required upon employment)

Have you ever been convicted of any crimes in the past 10 years, including misdemeanors and summary offenses, which have NOT been annulled, expunged or sealed by the court? Yes No If yes, explain: _____

Have you ever been convicted of a felony? Yes No If yes, explain: _____

Have you ever been excluded from receiving federal contracts, certain subcontracts or certain federal financial and non-financial assistances and benefits? Yes No

Have you ever been excluded from Medicare, Medicaid or any other federal health care program? Yes No

Have you ever been licensed to work in another state and if so, what state? _____

Bethesda Home considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.

Education and Work Experience

| School | Name/Location of school | Course of Study | Year | Diploma |
|------------|-------------------------|-----------------|------|---------|
| Graduate | | | | |
| College | | | | |
| High | | | | |
| Elementary | | | | |

Employment Experience

Start with your present or last job.

Former Employer: _____ Address: _____
Telephone: _____ Supervisor: _____
Dates of employment: _____ to: _____
Starting Pay: _____ Ending Pay: _____
Job Title and Duties: _____
Reason for leaving: _____
May we call this employee for a reference? Yes: _____ No: _____ If no, why not? _____

Former Employer: _____ Address: _____
Telephone: _____ Supervisor: _____
Dates of employment: _____ to: _____
Starting Pay: _____ Ending Pay: _____
Job Title and Duties: _____
Reason for leaving: _____
May we call this employee for a reference? Yes: _____ No: _____ If no, why not? _____

Former Employer: _____ Address: _____
Telephone: _____ Supervisor: _____
Dates of employment: _____ to: _____
Starting Pay: _____ Ending Pay: _____
Job Title and Duties: _____
Reason for leaving: _____
May we call this employee for a reference? Yes: _____ No: _____ If no, why not? _____

Former Employer: _____ Address: _____

Telephone: _____ Supervisor: _____

Dates of employment: _____ to: _____

Starting Pay: _____ Ending Pay: _____

Job Title and Duties: _____

Reason for leaving: _____

May we call this employee for a reference? Yes: _____ No: _____ If no, why not? _____

List professional, trade, business or civic activities and offices held:

List all other names you have used other than the names listed on this application, such as maiden name, name prior to legal name change, etc.:

| REFERENCES | | |
|------------|--------------|-------|
| _____ | _____ | _____ |
| Name | Relationship | Phone |
| _____ | _____ | _____ |
| Name | Relationship | Phone |
| _____ | _____ | _____ |
| Name | Relationship | Phone |

Please read and understand this statement before signing your application:

I understand this application shall be considered active for 90 days.

I authorize the employer to obtain information about me from previous employers, educational institutions, government and law enforcement agencies and other parties, to verify the accuracy of information in this application, a related employment resume or personal interview. I waive all rights and claims I may otherwise have against the employer or its representatives, for seeking, and using information to evaluate my employment request and all other people who provide information for this purpose. This application is not an employment agreement.

I understand that nothing contained in the employment application, granting of an interview or offer of employment is intended to create an employment contract between Bethesda and me. If I accept an offer of employment, I understand the employer may terminate my employment at any time, with or without cause and without prior notice, by Bethesda or myself. I understand that no one, other than the CEO has authority to enter into any employment agreement with terms contrary to the foregoing, and then only in writing signed by such officer. I accept all terms and conditions in the above statement.

Signed: _____ Date: _____

BETHESDA HOME

MISSION

BETHESDA
SEEKS TO BE A COMMUNITY

FORMED BY THE SPIRIT OF JESUS CHRIST

TO FULFILL THE LIVES OF ADULTS

WITH SPECIAL NEEDS

IN A PLACE THAT IS

HOME

VISION

Bethesda will be a regenerative community
for all residents, staff, board and families.

Bethesda will achieve its mission by honoring these

CORE VALUES

1. Treasure every person
2. Practice daily welcome and hospitality
3. Listen with the heart, hold confidences, forgive
4. Name losses and celebrate joys
5. Foster choice, creativity and playfulness
6. Develop servant leaders who seek supervision and foster excellence
7. State goals, accept risks, be accountable
8. Change unjust practices and negotiate conflicts
9. Enlarge, develop and complete life, receiving and giving blessings.

I am in agreement with the mission, vision and core values of Bethesda and, if employed, I agree to conduct myself in accordance with them with full knowledge that violation may result in disciplinary action up to and including termination. I certify that the information I provided in this application for employment is true. False, incomplete or misrepresented information will be sufficient cause for my application to be rejected, or, if discovered after I am employed, cause for immediate termination of my employment.

Signed: _____

Date: _____

Please mail completed application to:
Bethesda Home HR Department
PO Box 37, Goessel, KS 67053