

**THE ELMS RETIREMENT RESIDENCE, INC.**  
**APPLICATION FOR EMPLOYMENT**

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

Name: \_\_\_\_\_

Social Security #: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

\_\_\_\_\_

Are you over 18? Yes \_\_\_\_\_ No \_\_\_\_\_

Education:

High School \_\_\_\_\_

Did you graduate? Yes \_\_\_\_\_ No \_\_\_\_\_

College/Other \_\_\_\_\_

Yes \_\_\_\_\_ No \_\_\_\_\_

Former Employers:

From/To	Co. Name & Phone	Supervisor	Salary	Position	Reason for Leaving
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Employment desires:

Referred by: \_\_\_\_\_

Position: \_\_\_\_\_

Salary: \_\_\_\_\_

When can you start? \_\_\_\_\_

Number of hours seeking: \_\_\_\_\_

Are you employed now? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever applied at The Elms before? \_\_\_\_\_ When? \_\_\_\_\_

Availability:

Sun \_\_\_\_\_ Mon \_\_\_\_\_ Tues \_\_\_\_\_ Wed \_\_\_\_\_ Thurs \_\_\_\_\_ Fri \_\_\_\_\_ Sat \_\_\_\_\_

What experience, special qualifications, volunteer work or any other pertinent information should we know about that would make you an excellent candidate for this position? \_\_\_\_\_

Do you have any physical condition which may limit your ability to perform the job for which you are being considered? Yes \_\_\_\_\_ No \_\_\_\_\_ Explain \_\_\_\_\_

Have you ever been *convicted* of a felony or misdemeanor? Yes \_\_\_\_\_ No \_\_\_\_\_

In case of emergency notify: \_\_\_\_\_ Phone \_\_\_\_\_

**I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that if employed, falsified statements on this application shall be grounds for dismissal. I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without prior notice.**

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

**THE ELMS IS AN EQUAL OPPORTUNITY EMPLOYER, DEDICATED TO A POLICY OF NON-DISCRIMINATION IN EMPLOYMENT ON ANY BASIS INCLUDING RACE, CREED, COLOR, AGE, SEX, RELIGION OR NATIONAL ORIGIN.**