

Employment Application

Applicant Information

Full Name: _____ Date of Birth: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ *City State ZIP Code*

Phone: _____ Email: _____

Start Date: _____ Social Security No.: _____ Desired Hourly Rate: \$ _____

Position Applied for: _____

| Availability | Please fill in to the best of your abilities. Leaving blank considers yourself as "OPEN HOURS/DAYS" | | | | | | |
|--------------|---|-----|-----|-------|-----|-----|-----|
| | Mon | Tue | Wed | Thurs | Fri | Sat | Sun |
| To | | | | | | | |
| From | | | | | | | |

Are you a citizen of the United States? YES ☐ NO ☐ If no, are you authorized to work in the U.S.? YES ☐ NO ☐

Can you provide evidence of legal eligibility to work in the United States? YES ☐ NO ☐

Have you ever been convicted of a felony? YES ☐ NO ☐ If yes, when? _____

Education

High School: _____ Address: _____
 From: _____ To: _____ Did you graduate? YES ☐ NO ☐

College: _____ Address: _____
 From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

Other: _____ Address: _____
 From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

References

Full Name: _____ Phone: _____ Relationship: _____

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Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge, and I authorize investigation of all statements contained in this application, including a criminal background check and drug test in accordance with Illinois State Law requirements.

I understand and acknowledge that unless otherwise defined by applicable law of written agreement with Young at Heart (YAH), any employment relationship with YAH is considered "employment at will." This means the Employee may resign at any time and the Employer (YAH) may discharge the Employee at any time, with or without cause, and with or without advanced notice.

I authorize the investigation of any or all statements contained in this application and also authorize and person, school, current employer, past employers, and other organizations to provide information concerning my previous employment and other relevant information that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my immediate release. By signing below, I acknowledge that I have read, understand, and agree to the above statements.

Signature: _____ Date: _____