

SHUFFORD GROUP HOME

Application for Employment/Volunteers/Students

APPLICANT INFORMATION												
Last Name			First			M.I.		Date				
Street Address						Apartment/Unit #						
City				State		ZIP						
Phone			E-mail Address									
Date Available			Social Security No.			Desired Salary						
Position Applied for												
Are you a citizen of the United States?			YES <input type="checkbox"/>		NO <input type="checkbox"/>		If no, are you authorized to work in the U.S.?			YES <input type="checkbox"/>		NO <input type="checkbox"/>
Have you ever worked for this company?			YES <input type="checkbox"/>		NO <input type="checkbox"/>		If so, when?					
Have you ever been convicted of a felony?			YES <input type="checkbox"/>		NO <input type="checkbox"/>		If yes, explain					
EDUCATION												
High School			Address									
From		To		Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
College			Address									
From		To		Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
Other			Address									
From		To		Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
REFERENCES												
<i>Please list three professional references.</i>												
Full Name					Relationship							
Company					Phone		()					
Address												
Full Name					Relationship							
Company					Phone		()					
Address												
Full Name					Relationship							
Company					Phone		()					
Address												

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 <input type="checkbox"/>	NO <input type="checkbox"/>		
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 <input type="checkbox"/>	NO <input type="checkbox"/>		
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 <input type="checkbox"/>	NO <input type="checkbox"/>		

MILITARY SERVICE

Branch					From		To	
Rank at Discharge					Type of Discharge			
If other than honorable, explain								

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.
 If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature					Date		
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DISCLAIMER AND SIGNATURE

Applicants for positions at Shufford Group Home are advised that under Department of Social Services Laws this employer is required to ask that the following Affidavit be signed and all questions answered completely in order to be considered for employment.

Furthermore, that convictions listed will necessitate fingerprinting and a criminal records check as additionally required by this law. Depending upon the nature of the indicated convictions, applicants may, after very careful consideration in accordance with Shufford Group Home guidelines, be accepted or rejected for employment at Shufford Group Home.

AFFIDAVIT

I _____, being duly sworn, depose and say that to the best of my knowledge and information, I have/have not been convicted of any crime (misdemeanor/felony) in North Carolina or any other states or have/have not been convicted of any vehicle or traffic violation (other than parking infractions). I hereby make this statement under penalties of perjury. The crime(s), vehicle or traffic violation(s) I have been convicted of are as follows:

DATE	CONVICTION/DISPOSITION	STATE

Signature of Applicant

Date