

CLARENCE SENIOR CITIZENS, Inc.

4600 Thompson Road
Clarence, NY 14031
Phone: 716-633-5138
Fax: 716-633-2276

APPLICATION FOR EMPLOYMENT

We are committed to a policy of Equal Opportunity and will not discriminate on any legally recognized basis, including but not limited to race, age, color, religion, sex, marital status, national origin, citizenship, ancestry, physical or mental disability, veteran status, creed, sexual orientation, pregnancy, genetic predisposition, military status or any other legally protected basis.

Date: _____

PERSONAL BACKGROUND: (Please print)

Name _____
Last First Middle

Present Address: _____
Street City State Zip Code

Permanent Address _____
(If different) Street City State Zip Code

Phone No. () _____ Cell No. () _____

U.S. Military or Naval Service _____ Rank _____
=====

Position Applying for: _____ Date you can start: _____ Rate of Pay: _____

Are you currently employed? _____ If so, may we inquire with your present employer: _____

Note: A pre-employment physical may be required.
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Are you able, at the time of employment, to submit verification of your legal right to work in the U.S.? Yes No
(Verification and completion of the 1-9 form must be submitted no later than three days after date of hire.)

If driving is a requirement of the job, do you have a current valid drivers license? Yes No

Have you ever been convicted of a felony or a crime, which is related to the functions or qualifications of the position for which you are applying? Yes No *(A conviction record will not necessarily be a bar to employment)*

If so, please describe fully the criminal conviction(s) listing the nature of the offense(s) and your rehabilitation since the conviction(s). _____



Educational Background	Name and Location of School	Circle Highest Grade Completed	Major Area of Study
High School		9 10 11 12 / GED	
College		1 2 3 4	
Trade, Business or			
Graduate School			

SPECIALIZED TECHNICAL SKILLS: (i.e.: computer, equipment operation, or machines used, certification's)

WORK EXPERIENCE: List below last four employers, starting with your present or last place of employment. You may include history of any verified work performed on a volunteer basis.

Date Mo./ Yr.	Name and Address of Employer	Salary	Position	Name of Supervisor	Reason for Leaving
Fr.					
To.					
Fr.					
To.					
Fr.					
To.					
Fr.					
To.					

APPLICANT'S STATEMENT:

In signing this application, I certify that all of the foregoing information is a complete and accurate statement of the facts and understand that if any misrepresentation, omission or falsification were discovered, it will constitute grounds for disqualification/dismissal. I hereby authorize you to conduct any investigation necessary concerning any part of my background related to the position I am seeking including a criminal background record check. I release all parties from any liability in connection with the provision and use of such information.

I understand and acknowledge that, if hired, my employment relationship with this organization would be of an "at-will" nature. This means that I may resign at any time and the employer may discharge me at any time with or without cause.

It is further understood that this "at-will" employment relationship may not be changed by any written document or conduct unless specifically authorized by the organization's board of directors.

I understand and agree that, if hired by the Clarence Senior Citizens, Inc. I will abide by its rules and regulations, which I understand, are subject to change. I further understand that, if hired, the terms of my employment will be those presented to me by the Clarence Senior Citizens, Inc.

Date _____ Applicant's Signature _____

Review Date _____ Interview Date _____ Revised (date)