

SJM

Saint Joseph's Manor
1133 Washington Avenue
Portland, ME 04103
(207) 797-0600

APPLICATION FOR EMPLOYMENT

We are equal opportunity employer. We do not discriminate on the basis of race, religion, color, sex, national origin or disability.

Please read carefully

Name _____ Social Security # _____

Address _____

Number Street Apt. City State Zip
Telephone # _____ Position desired _____

Full time _____ Part time _____ Available Weekends? _____ Shift desired 1__2__3__

EDUCATION: (circle highest grade completed)

1 2 3 4 5 6 7 8 9 10 11 12 College 1 2 3 4

NAME OF SCHOOL	ADDRESS	COURSE/SUBJECT/MAJOR	DIPLOMA/DEGREE
High School			
College/ Vocational School			
Other -i.e. CNA Certification			

THIS SECTION TO BE COMPLETED BY RN AND LPN APPLICANTS

Are you registered in Maine? _____ Maine Registration/License # _____

Expiration Date _____

Are you licensed in another State? _____ State _____

Registration # _____ Expiration Date _____

TO BE COMPLETED BY ALL APPLICANTS

Have you been convicted of a crime? Yes ___ No ___ (if yes, please describe) _____

ANSWER ONLY IF CHECKED

___ Do you have a valid driver's license? Yes ___ No ___

Please list in this section any skills or special training you have that are not listed elsewhere on this application, i.e., typing, supervisory skills, welding, carpentry, etc.: _____

WORK HISTORY: List in order, present or last employer first. May we contact present employer? Yes___ No___

FROM Employer _____

_____ Address _____

TO Position _____ Type of work you did _____

_____ Reason for leaving _____

FROM Employer _____

_____ Address _____

TO Position _____ Type of work you did _____

_____ Reason for leaving _____

FROM Employer _____

_____ Address _____

TO Position _____ Type of work you did _____

_____ Reason for leaving _____

FROM Employer _____

_____ Address _____

TO Position _____ Type of work you did _____

_____ Reason for leaving _____

APPLICANT'S CERTIFICATION

(Please read carefully)

I certify that the answers I have given to the foregoing questions are correct without consequential omissions of any kind. I understand that my employment may be terminated because of false statements or omissions made by me on this application. I also understand that due to the nature of the services provided by Saint Joseph's Manor, an excellent record of attendance and punctuality is required.

I authorize those who I have named as former employers to give any information regarding my employment and I hereby release said employers from all liability for issuing this information. I authorize Saint Joseph's Manor to conduct criminal record search, child protective records search and motor vehicle record checks.

Applicant's Signature

Date

Rev. 3/2004