# Serenity Adult Homes, Inc.

# 10216 Goinyour Way, Sacramento CA. 95827

# **Employment Application**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PERSONAL INFORMATION** | Last Name | | | First | | | | | Middle Initial | | Today’s Date |
| Present Street Address (Do not list P.O. Box) | City | | | | State | County | | Zip Code | | Telephone No. ( ) |
| Email Address | | | | | | | Cell Phone No. ( ) | | | |
| Position Applying For | | | | | | | Are you legally authorized to work in the United States? *Proof of legal authority to work in the United States will be required upon employment.*  Yes  No  | | | |
| Expected Rate of Pay      $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ per \_\_\_\_\_\_\_\_\_\_\_\_ | | Full Time   Part Time   Temporary   Seasonal  | | 1st Shift   2nd Shift   3rd Shift   Any  | | | Available Start Date | | Are you at least 18 years of age?    Yes  No  | |
| Referred By: (Please check applicable box and specify if other source)   * Agency  School, please specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Internet Site, please specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Newspaper, please specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Other, please specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | |

**EMPLOYMENT HISTORY**

**Do not use “see resume” in lieu of completing application form**. Please complete all sections thoroughly.

Start with most recent or present employer. Include part time and self-employment. Explain periods of non-employment below.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | Employer | Employed | | Earnings | | | Other Compensation |
| From | To | Beginning | Ending | |  |
|  |  |  |  | |
| Address | | Your responsibilities | | | | | |
|  | | | | | |
| Job Title | |
|  | | | | | |
| Name of Supervisor | | Reason for leaving | | | | | |
| Title of Supervisor | | May we contact this employer? Yes  No  | | | | Telephone No. ( ) | |
| **2** | Employer | Employed | | Earnings | | | Other Compensation |
| From | To | Beginning | Ending | |  |
|  |  |  |  | |
| Address | | Your responsibilities | | | | | |
|  | | | | | |
| Job Title | |
|  | | | | | |
| Name of Supervisor | | Reason for leaving | | | | | |
| Title of Supervisor | | May we contact this employer? Yes  No  | | | | Telephone No. ( ) | |
| **3** | Employer | Employed | | Earnings | | | Other Compensation |
| From | To | Beginning | Ending | |  |
|  |  |  |  | |
| Address | | Your responsibilities | | | | | |
|  | | | | | |
| Job Title | |
|  | | | | | |
| Name of Supervisor | | Reason for leaving | | | | | |
| Title of Supervisor | | May we contact this employer? Yes  No  | | | | Telephone No. ( ) | |

***Please explain periods of non-employment***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **EDUCATION** |  | Name and Address of School | Number of Years  Completed | Major or Type of Coursework | Degree/  Certificate | Did You  Graduate? |
| High School |  |  |  |  |  |
| Business/Technical |  |  |  |  |  |
| College/University |  |  |  |  |  |
| Graduate/Professional |  |  |  |  |  |
| Other (Seminars, Adult Education, Correspondence Courses) | |  |  |  |  |

CRIMINAL HISTORY (A CONVICTION MAY BE RELEVANT IF JOB-RELATED BUT DOES NOT NECESSARILY BAR YOU FROM EMPLOYMENT)

Have you ever been convicted of a crime Yes  No 

If yes, please explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Note: You do not need to identify convictions that have been sealed, expunged, dismissed, or otherwise eradicated by statue or court order, any conviction for a marijuana offense if the conviction is more than two years old, or any information pertaining to any offense which did not result in conviction as a result of referral to and participation in any pre-trial or post trial diversion program).

If you are applying for a position where driving is a requirement of the job, please answer the following questions:

Do you have the full use of an automobile? Yes  No 

Do you have a valid driver’s license? Yes  No  License # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Issuing State\_\_\_\_\_\_\_\_\_\_\_\_ Exp. Date\_\_\_\_\_\_\_\_\_

Within the past three years: How many moving violations have you had? \_\_\_\_\_\_\_\_\_\_\_\_\_ How many traffic accidents have you had? \_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| Why are you seeking employment at this time? |
|  |
| **Signature: ---------------------------------------------------------------------------- Date: -----------------------------------------------------** |