# 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***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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| --- | --- | --- | --- | --- | --- | --- |
| **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: -----------------------------------------------------** |