



Employment Application

Barnsley Gardens is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religion, marital status, sexual orientation, political belief or disability.

Federal law prohibits the employment of unauthorized aliens. **All persons hired must submit satisfactory proof of employment authorization and identity within three (3) days of being hired.** Failure to submit such proof within the required time shall result in immediate employment termination.

For what position are you applying? _____ Today's Date _____

Name _____ Social Security # _____ Are you 18 years of age or older? _____

Address _____

Street _____ City _____ State _____ Zip Code _____
Home Telephone Number _____ Daytime Telephone Number _____

Have you ever been convicted of a crime? If yes, please explain _____

Have you ever been employed here before? If yes, give dates and positions _____

Position Preferences

Salary desired: \$ _____ Date available for work? _____ Schedule desired: Full Time _____ Part Time _____

Education

High School

School Name: _____ City and State: _____

of Years Completed/Level of Completion/Course of Study: _____

College

School Name: _____ City and State: _____

of Years Completed/Level of Completion/Course of Study: _____

Summarize any training, skills, licenses, and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying.

Previous Employment

List your current or most recent employment first. Include work related internships, military and volunteer work.

Current Employer: _____ City and State: _____

Telephone Number: _____ Dates of Employment: From: _____ To: _____

Position Title: _____ Supervisor's Name and Title: _____

Summarize the nature of work performed/job responsibilities: _____

Reason for Leaving: _____ Salary: _____

May We Contact Your Employer: Yes _____ No _____

Previous Employer: _____ City and State: _____

Telephone Number: _____ Dates of Employment: From: _____ To: _____

Position Title: _____ Supervisor's Name and Title: _____

Summarize the nature of work performed/job responsibilities: _____

Reason for Leaving: _____ Salary: _____

May We Contact Your Employer: Yes _____ No _____

Previous Employer: _____ City and State: _____

Telephone Number: _____ Dates of Employment: From: _____ To: _____

Position Title: _____ Supervisor's Name and Title: _____

Summarize the nature of work performed/job responsibilities: _____

Reason for Leaving: _____ Salary: _____

May We Contact Your Employer: Yes _____ No _____

Professional References

Name	Title/Company	Phone	Relationship

Releases and Applicant's Signature

I expressly authorize, without reservation, the employer, its representatives, employees, or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities, and educational institutions, and to otherwise verify the accuracy of all information provided by me in this application, resume, or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees, or representatives, for seeking, gathering, and using such information in the employment process and all other persons, corporations, or organizations for furnishing such information about me. This authorization and consent shall be valid in original, fax, or copy form. All hiring and employment at Barnsley Gardens is at will. I understand this application is not an employment contract, nor can it be used to create one. Employment by Barnsley Gardens has no specific term and may be terminated by the employee or Barnsley Gardens with or without notice. I acknowledge that Barnsley Gardens has not made any promises or representations that differ from those contained in this paragraph. I understand that Barnsley Gardens does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state, or federal law.

I understand I must provide satisfactory documents to establish my identity and right to work in the United States, if I am offered a position with Barnsley Gardens, and that failure to provide this evidence will result in the termination of my employment.

I certify that the information I have furnished on this application form is true and complete. I understand that if any misrepresentation has been made by me verbally or in writing, any offer of employment made to me may be withdrawn or my subsequent employment with Barnsley Gardens may be terminated. I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from Barnsley Gardens and still wish to be considered for employment, it will be necessary to reapply and fill out a new application.

Applicant's Signature

Date