

Fond du Lac Lutheran Home, Inc.

APPLICATION FOR EMPLOYMENT

Qualified applicants receive equal consideration. No question is asked for the purpose of excluding any applicant due to race, creed, color, national origin, religion, age, sex, handicap, disability, veteran status, marital status, sexual orientation, or any other characteristic protected by law. **WE ARE AN EQUAL OPPORTUNITY EMPLOYER.**

Date: _____

Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Telephone #: (____) _____ Social Security #: _____

Type of work for which you wish to be considered: _____

Hours available: Full time Part time Days Nights PM's Weekends

What source led you to make an application with us? _____

Employment History (*List present or most recent employer first*)

| | | | | |
|-----------------------------------|------------------|------------------------|------------------------|--------------------|
| Employer | Employed | Type of work performed | Present or last salary | Reason for leaving |
| Address/City | _____ (mo/yr) to | | | |
| Name of supervisor & phone number | _____ (mo/yr) | | | |
| Employer | Employed | Type of work performed | Present or last salary | Reason for leaving |
| Address/City | _____ (mo/yr) to | | | |
| Name of supervisor & phone number | _____ (mo/yr) | | | |
| Employer | Employed | Type of work performed | Present or last salary | Reason for leaving |
| Address/City | _____ (mo/yr) to | | | |
| Name of supervisor & phone number | _____ (mo/yr) | | | |

EDUCATION

| Schools (<i>name & location</i>) | Circle last year completed | Major Course | Diploma or Degree? |
|--|----------------------------|--------------|--------------------|
| <i>High School</i> | 7 8 9 10 11 12 | | |
| <i>College</i> | | | |
| <i>Business or Trade School</i> | | | |

If you served in the U.S. Armed Forces, briefly describe skills acquired _____

PERSONAL INFORMATION

Are you legally authorized to work in the U.S.? Yes No

(Note: you will be required to furnish documents to verify your eligibility for employment in accordance with the Immigration Reform and Control Act and your employment is contingent upon furnishing such documents)

Have you ever worked for another employer under a different name?

If so, please list: _____

Are you at least 18 years of age? Yes No

Have you ever been convicted of a crime (*felony*)? Yes No *(A conviction does not automatically bar you from employment)*

If yes, give details _____

If you are an experienced operator of any office machines or equipment, please list _____

If you are an experienced operator of any plant machines or equipment, please list _____

Do you have any other skill you wish to mention? _____

Are you presently employed? Yes No

If so, may we contact your present employer? Yes No

If hired, when would you be available to start? _____ Salary requirements? _____

REFERENCES

Name of reference

Name of reference

Occupation

Occupation

Address

Address

City, State, Zip

City, State, Zip

Telephone number

Telephone number

I certify that the answers given by me to the foregoing questions and statements are true and correct without consequential omissions of any kind. I agree that the company shall not be held liable in any respect if my employment is terminated because of false statements, answers or omissions made by me in this application. I understand that any misleading or incorrect statements may render this application void, and if employed, may be cause for termination. I included as part of the regular pre-employment physical. I also authorize the companies, schools or persons named above to give any information requested regarding my employment, character and qualifications. I hereby release said companies, schools or persons from all liability for any damage for issuing this information. In consideration of my employment, I agree to conform to the rules and regulations of this organization. My employment and compensation can be terminated with or without cause, and with or without notice, at anytime, at the option of either my employer or myself.

Signature: _____ *Date:* _____