

Renaissance house, inc.

EMPLOYMENT APPLICATION

It is the policy of Renaissance House, Inc. to provide equal opportunity for all persons regardless of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, and military or veteran status. Application must be completed in entirety to be considered for employment.

Position Desired	_____
Schedule Desired	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>
Desired Wage	_____
Date Available	_____
Email Address	_____
Phone #	_____

PERSONAL INFORMATION			
Last Name	First Name	Middle Initial	Are you authorized to work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No
Present Street Address	City	State	Zip
How long have you lived there?			
Previous Street Address (if less than 5 years)	City	State	Zip
How long did you live there?			

REQUIREMENTS		
A Valid Ohio Driver's License? If yes (License #) <input type="checkbox"/> Yes <input type="checkbox"/> No	Personal auto insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No	Reliable vehicle to transport individuals? <input type="checkbox"/> Yes <input type="checkbox"/> No
A clean driving record (less than 6 points)? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, please list accidents or citations received in past 5 years.</i>		
*As part of the employment regulations of Renaissance House Inc. a complete record check will be done through the Bureau of Criminal Identification and Investigation, and the local police department, and possibly the Federal Bureau of Investigation.		
Have you ever been convicted of a crime? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, please explain:</i>		
Have you been a resident of Ohio for the past 5 years? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If not, how long? _____</i>		

EDUCATION

Type of School	Name and Location of School	Degree/Area of Study	Number of Years Attended	Graduated (Check One)
High School	Name _____			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City _____ State _____			
College	Name _____			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City _____ State _____			
Other	Name _____			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City _____ State _____			

Dates	Name and Address of Employer	Position Held & Supervisor	List Duties	Reason for Leaving
From ___/___/___ Mo. Yr.	Name _____			
To ___/___/___ Mo. Yr.	Address _____			
	Phone _____			
From ___/___/___ Mo. Yr.	Name _____			
To ___/___/___ Mo. Yr.	Address _____			
	Phone _____			
From ___/___/___ Mo. Yr.	Name _____			
To ___/___/___ Mo. Yr.	Address _____			
	Phone _____			

OTHER SKILLS

Other skills applicable to position applied for (e.g. CPR, First Aid, Medication administration)

AVAILABILITY

Willing to work:

- Evenings Weekends Holidays Overnights

PERSONAL INFORMATION

Full Name	Address	Phone
Full Name	Address	Phone

MILITARY SERVICE

Branch of Military services:

Station at the time of discharge

Highest rank achieved:

Dates of Service:

From _____ To _____

Type of training received:

PERSONAL REFERENCES

Full Name	Address	Phone
Email address	Occupation	Years Known
Full Name	Address	Phone
Email address	Occupation	Years Known
Full Name	Address	Phone
Email address	Occupation	Years Known

Check which county you are applying for:

- Erie
- Hancock
- Huron
- Sandusky
- Seneca

Have you ever been employed by Renaissance House, Inc.?

- Yes
- No

Employment Dates

County

Position Held

How did you hear about Renaissance House?

- Employee Referral
- Prior Employee
- Online Job Search
- Facebook
- Walk-In
- ODJFS

Please read carefully before signing.

I certify that all acts contained in this application for employment are true and complete. I acknowledge that Renaissance House, Inc. is relying on the accuracy of this information to determine employment, and understand that any omissions, falsifications, or misrepresentation may result in denial of employment, or immediate dismissal if employed. By signing this application I am giving Renaissance House, Inc. my consent to contact all businesses, agencies, and persons that I have listed either as employers, or personal references. I understand that prior to an offer of employment Renaissance House, Inc. will conduct a criminal background check with the Bureau of Criminal Identification and I understand that this is only an application for employment and does not constitute any promise or guarantee of employment on the part Renaissance House, Inc. or its representatives. I also understand that if employed by Renaissance House, Inc. there is no guarantee of continuous employment, and that my hours may be reduced or terminated due to reductions of needed personnel and/or unsatisfactory work performance.

Signature of Applicant

Date