

# Generations Ashe

180 CHATTYROB LANE, WEST JEFFERSON, NC 28694

## APPLICATION FOR EMPLOYMENT

**(application must be complete to be considered for employment-please make sure to complete every question)**

### DEPARTMENT(S) APPLYING FOR:

Assisted Living \_\_\_\_\_ In Home Aide \_\_\_\_\_ Dietary \_\_\_\_\_ Housekeeping \_\_\_\_\_  
Children's Center \_\_\_\_\_ Maintenance \_\_\_\_\_ Administrative \_\_\_\_\_

### NAME:

\_\_\_\_\_ (last) (first) (middle)

### CURRENT ADDRESS:

Mailing Address: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State: \_\_\_\_\_

Telephone Number \_\_\_\_\_ Social Security # \_\_\_\_\_

Have you ever been employed with us before? \_\_\_\_\_ yes \_\_\_\_\_ no

Have you lived in any other state within the last 5 years? (circle one) YES NO

If yes, please list address: \_\_\_\_\_

**AVAILABILITY** (Check all shifts for which you are available)

\_\_\_\_\_ Day Shift \_\_\_\_\_ Afternoon/Evening Shift \_\_\_\_\_ Night Shift

**TRANSPORTATION** (Please mark all that apply).

\_\_\_\_\_ Current drivers license \_\_\_\_\_ have personal car \_\_\_\_\_ use public transportation

**EDUCATION: (please circle highest grade completed)**

Grades: 1 2 3 4 5 6 7 8 9 10 11 12 GED

College: 1 2 3 4 Degree field of study: \_\_\_\_\_

**COURT CONVICTIONS:**

Have you ever been convicted of an offense(s) other than a minor traffic violation? If so, please list.

\_\_\_\_\_

**WORK EXPERIENCE** (Paid Employment)

1. **Current or most recent employer** \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_  
\_\_\_\_\_

Job (s) held \_\_\_\_\_  
\_\_\_\_\_

Hire date: \_\_\_\_\_ Last day worked: \_\_\_\_\_

Reason for leaving \_\_\_\_\_  
\_\_\_\_\_

Name of supervisor \_\_\_\_\_  
\_\_\_\_\_

Briefly explain your duties: \_\_\_\_\_

**May we contact your current employer?**

2. Employer \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_  
\_\_\_\_\_

Job (s) held \_\_\_\_\_  
\_\_\_\_\_

Hire date: \_\_\_\_\_ Last day worked: \_\_\_\_\_

Reason for leaving \_\_\_\_\_  
\_\_\_\_\_

Name of supervisor \_\_\_\_\_  
\_\_\_\_\_

Briefly explain your duties: \_\_\_\_\_

**OTHER EXPERIENCE OR TRAINING:**

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**PERSONAL/PROFESSIONAL REFERENCES (cannot be relatives by blood or marriage, or significant other, fiancé, etc.)**

1. Name \_\_\_\_\_  
\_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

Relationship \_\_\_\_\_

2. Name \_\_\_\_\_  
\_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

Relationship \_\_\_\_\_

3. Name \_\_\_\_\_  
\_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

Relationship \_\_\_\_\_

**\*\*\*PLEASE MAKE SURE TO READ AND UNDERSTAND THE SECTION BELOW BEFORE SIGNING THIS APPLICATION.\*\*\***

1. **Generations Ashe adheres to the policy of Employment at Will, which enables the Agency or the employee to terminate the employment relationship at any time – with or without cause.**
2. **Generations Ashe is an equal opportunity employer and provider.**
3. **All employment will be determined pending completion of drug screening and background check.**
4. **All statements made on this application are true, complete and are correct to the best of my knowledge. I understand that false information may be grounds for rejection of my application and/or dismissal if I am employed.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_