

CONNECTICUT BAPTIST HOMES, INC.

292 Thorpe Avenue Meriden, CT 06450

Phone 203-237-1206

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: () _____ E-mail Address: _____

Nickname: _____ Email Address.: _____ Date Available: _____

Position Applied for: _____ Shift Desired: _____

If RN, LPN or CNA please provide License/Registration#: _____ Expires: _____

Type of Employment Desired: ☐ Full time ☐ Part Time ☐ Per Diem ☐ Summer/Seasonal ☐ Other

Are you a citizen of the United States? YES ☐ NO ☐ If no, are you authorized to work in the U.S.? YES ☐ NO ☐

Have you ever worked for this company? YES ☐ NO ☐ If so, when? _____

Are you age 18 or older? YES ☐ NO ☐ Are you currently employed? YES ☐ NO ☐

Do any of your friends or relatives work at Connecticut Baptist Homes? YES ☐ NO ☐

Where did you hear about us? _____

Education – Military Experience

Are you a Veteran? ☐ Yes ☐ No If yes, Type of discharge: _____

If yes, branch of service and highest rank attained: _____

Job related skills or training obtained: _____

Circle highest grade completed: 8th grade High School: 9 10 11 12 College 1 2 3 4 Grad 1 2

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

Academic Honors or Special Recognition: _____

Other night school, correspondence or home study courses? _____

CONNECTICUT BAPTIST HOMES IS AN EQUAL OPPORTUNITY EMPLOYER

References

Please list three references.

Full Name: _____ Relationship: _____

Company: _____ Phone: () _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: () _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: () _____

Address: _____

Previous Employment

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Other Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

Other

State any additional information you feel may be helpful to us in considering your application.

Specialized Skills – Check all that apply

___ Computer	Machinery (List)	Laundry, Housekeeping, Kitchen Equipment:
___ PC/MAC	_____	_____
___ Spreadsheets	_____	_____
___ Word Processing	_____	_____
___ E-mail	_____	_____
	_____	_____

If no openings are available for the position in which you are applying, your application of employment will be kept on file for one year.

Certification

I, _____ being an applicant of Connecticut Baptist Homes, Inc., certify that the information in this application and/or attached resume is true and correct to the best of my knowledge, and understand that falsification of this information is grounds for refusal to hire or dismissal, if hired, whenever such falsification is discovered.

I understand that any hiring decision is contingent upon my successful completion of all the Company's lawful pre-employment checks, including background screening. I authorize Connecticut Baptist Home, Inc. to request and receive any information on record or otherwise, regarding employment from any individual, company or institution with whom I have been associated and to the fullest extent permitted by law and release Connecticut Baptist Homes, Inc. and all parties furnishing such information for any liability relating to or arising from the request, for receipt of or provision of such information. I also authorize Connecticut Baptist Homes, Inc. to make inquiry in to my character and reputation through investigative consumer reports and other appropriate means and agents of the Company's choosing. I recognize my right, upon request, to receive a full disclosure of the nature and scope of such investigation. To the fullest extent permitted by law, I release the Company for all liability related to or arising from such inquiries and investigations.

I acknowledge and understand that my employment at Connecticut Baptist Homes, Inc. is contingent upon a satisfactory background check from the Applicant Background Check Management System (ABCMS), in partnership with the Connecticut Department of Public Health. It is also contingent upon my ability to provide documentation establishing my legal right to work in the United States in the completion of Form I-9.

Employment with Connecticut Baptist Homes, Inc. is on an at-will basis and either party may discontinue the employment relationship at any time for any reason not prohibited by state or federal law. Neither this application nor any other personnel forms constitute an employment contract.

This certifies that this application was completed by me and all entries on it and information in it are true and correct to the best of my knowledge.

Signature of Applicant: _____ Date: _____