

**1404 N. Main Street, Suite 200**

**Meridian, ID 83642**

**(208) 319-0760 HR Dept**

**M-F 8am-4pm**

**EMPLOYMENT APPLICATION**

**\*\*\*NO NEED TO REWRITE INFORMATION ALREADY ON A RESUME\*\*\***

**APPLICATION INFORMATION**

**Full Name:** Click or tap here to enter text. **Date:** Click or tap to enter a date.

**Address:** Click or tap here to enter text.

Click or tap here to enter text.

**Cell Phone:** Click or tap here to enter text. **Email:** Click or tap here to enter text.

**How did you hear about us? Website:** Click or tap here to enter text. **Employee:** Click or tap here to enter text.

**Other:** Click or tap here to enter text.

**Have you ever worked for this company? YES  NO  If yes, when?** Click or tap to enter a date.

**Date Available:** Click or tap to enter a date. **Position Applied For:** Click or tap here to enter text.

**Desired Wage: $** Click or tap here to enter text.

**Are you at least 18 years of age? YES  NO**

**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 been convicted of a felony? YES  NO  If yes, explain:** Click or tap here to enter text.

**EDUCATION, CERTIFICATIONS, & LICENSES**

**High School:** Click or tap here to enter text. **Address:** Click or tap here to enter text.

**From:** Click or tap here to enter text. **To:** Click or tap to enter a date. **Did you graduate? YES  NO**

**Diploma:** Click or tap here to enter text.

**College:** Click or tap here to enter text. **Address:** Click or tap here to enter text.

**From:** Click or tap to enter a date. **To:** Click or tap to enter a date. **Did you graduate? YES  NO**

**Diploma:** Click or tap here to enter text.

**CPR/FA? YES  NO  When does it expire?** Click or tap to enter a date.

**Idaho’s Assistance with Medications? YES  NO**

**Mandt? YES  NO  When does it expire?** Click or tap to enter a date.

**Other:** Click or tap here to enter text.

**REFERENCES**

***Please list three (3) professional references.***

**Full Name:** Click or tap here to enter text. **Relationship:** Click or tap here to enter text.

**Company:** Click or tap here to enter text. **Phone:** Click or tap here to enter text.

**Address:** Click or tap here to enter text.

**Full Name:** Click or tap here to enter text. **Relationship:** Click or tap here to enter text.

**Company:** Click or tap here to enter text. **Phone:** Click or tap here to enter text.

**Address:** Click or tap here to enter text.

**Full Name:** Click or tap here to enter text. **Relationship:** Click or tap here to enter text.

**Company:** Click or tap here to enter text. **Phone:** Click or tap here to enter text.

**Address:** Click or tap here to enter text.

**PREVIOUS EMPLOYMENT**

**Company:** Click or tap here to enter text. **Phone:** Click or tap here to enter text.

**Address:** Click or tap here to enter text. **Supervisor:** Click or tap here to enter text.

**Job Title:** Click or tap here to enter text.

**Starting Wage: $** Click or tap here to enter text. **Ending Wage: $** Click or tap here to enter text.

**Responsibilities:** Click or tap here to enter text.

**From:** Click or tap to enter a date. **To:** Click or tap to enter a date.

**Reason for Leaving:** Click or tap here to enter text.

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

**Company:** Click or tap here to enter text. **Phone:** Click or tap here to enter text.

**Address:** Click or tap here to enter text. **Supervisor:** Click or tap here to enter text.

**Job Title:** Click or tap here to enter text.

**Starting Wage: $** Click or tap here to enter text. **Ending Wage: $** Click or tap here to enter text.

**Responsibilities:** Click or tap here to enter text.

**From:** Click or tap to enter a date. **To:** Click or tap to enter a date.

**Reason for Leaving:** Click or tap here to enter text.

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

**Company:** Click or tap here to enter text. **Phone:** Click or tap here to enter text.

**Address:** Click or tap here to enter text. **Supervisor:** Click or tap here to enter text.

**Job Title:** Click or tap here to enter text.

**Starting Wage: $** Click or tap here to enter text. **Ending Wage: $** Click or tap here to enter text.

**Responsibilities:** Click or tap here to enter text.

**From:** Click or tap to enter a date. **To:** Click or tap to enter a date.

**Reason for Leaving:** Click or tap here to enter text.

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

**MILITARY SERVICE**

**Branch:** Click or tap here to enter text. **From:** Click or tap to enter a date. **To:** Click or tap to enter a date.

**Rank at Discharge:** Click or tap here to enter text. **Type of Discharge:** Click or tap here to enter text.

**If other than honorable, explain:** Click or tap here to enter text.

**JOB REQUIREMENTS**

**Part of your job description may include driving a personal or company vehicle.**

**Do you have a current Idaho driver’s license? YES  NO**

**Driver’s License #: Click or tap here to enter text. Expiration Date: Click or tap to enter a date.**

Your position may necessitate driving your personal vehicle. Do you have at least the minimum liability insurance required by Idaho for your vehicle? YES  NO

List any driving violations (tickets, accidents) that may affect your ability to be covered by the agency’s insurance: Click or tap here to enter text.

Do the seatbelts in your personal vehicle work properly? YES  NO

Do you have seatbelts in the back seat of your vehicle (children ride in the back)? YES  NO

Your job may include driving with a client in your personal vehicle in the community and surrounding areas

(i.e.: Boise, Nampa, and Meridian). Employees driving with clients in their vehicle may be reimbursed a set rate upon submission of required documentation. Is your transportation reliable? YES  NO

We are required by law to ensure that individuals hired do not have a conviction or prior employment history of abuse, neglect, mistreatment, or exploitation of a child or vulnerable adult. If hired, your employment will be contingent upon passing a Department of Health & Welfare Criminal History and Background Check, done by their Criminal History Investigation Unit. This background check includes fingerprinting and accesses all records including convictions, withheld judgments, adult/child protection records and sealed juvenile records. Please list issues that this background check might uncover: Click or tap here to enter text.

*Note: An arrest or conviction on your record does NOT automatically disqualify you for employment. This will be considered on a case-by-case basis. The results of your criminal history check will be compared with your application. Failure to disclose such information on your application may result in termination.*

Do you have a communicable disease? YES  NO  If yes, feel free to explain: Click or tap here to enter text.

Tomorrow’s Hope requires pre-employment drug testing for all employees.

Will this be a problem for you? YES  NO

*Note: any job offer will be contingent upon taking and passing a drug test.*

**PRE-INTERVIEW QUESTIONS**

**Do you have any experience, paid or unpaid, working with people with Developmental Disabilities?**

**Please explain: Click or tap here to enter text.**

**Give your definition of Active Treatment: Click or tap here to enter text.**

What is Positive Reinforcement? When should it be used? Click or tap here to enter text.

What are your strengths and weaknesses? Click or tap here to enter text.

What are your expectations from Tomorrow’s Hope as an employer? Click or tap here to enter text.

**DISCLAIMER AND SIGNATURE**

**I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.**

**Signature:** Click or tap here to enter text. **Date:** Click or tap to enter a date.