



A United Way Agency
www.islandseniorservices.org

Employment Application

Position applying for: _____

Please print legibly and complete all application questions fully and accurately, even if you are submitting your resume. Use additional sheets if you need more space.

Name (Last) _____ (First) _____ (MI) _____

Mailing Address (Street/PO Box) _____ (City) _____ (State) _____ (Zip) _____

Telephone (Day) _____ (Evening) _____ **Email Address** _____

Do you have the legal right to work in the U.S.? Yes No
Note: All employment offers are contingent upon proof of eligibility to work in the U.S.

Are you available to work: Full-time Part-time Temporary
 Please list the hours and days of the week you are available:

Have you ever been dismissed, discharged, fired, or asked to resign from a position? Yes No
 If yes, please explain:

Have you been convicted of a felony or released from prison within the last 10 years? Yes No
Note: Please explain fully any convictions on a separate sheet. Each case is considered individually. A conviction will not necessarily preclude you from employment; however, failure to disclose convictions can disqualify you from employment. A Washington State Patrol background check will be run.

EDUCATION

Type of School	School and Location	Circle Years Completed	Degree/Certificate (Year higher level degree earned for verification purposes)
High School		9 10 11 12 GED	
College or University		1 2 3 4	
Graduate School		1 2 3 4	
Business or Technical School		1 2 3 4	
Other Relevant Training or Courses			

LICENSE/REGISTRATION/CERTIFICATE

Description	State	Number	Expiration

EMPLOYMENT HISTORY

Begin with your most recent experience. List all jobs separately (including military) and identify gaps in employment. Do NOT substitute your resume for the information required in this section. You can attach your resume but do NOT write "See resume" in lieu of completing the application.

NOTE: If you were employed under a different name, please indicate the name:

From: / /	Title:	Current/Most Recent Employer:
To: / /	Primary Duties:	
Hours/Week:		Address:
Supervisor:		
Ending Salary:		
Reason for Leaving:		
May We Contact This Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		

NOTE: If you were employed under a different name, please indicate the name:

From: / /	Title:	Current/Most Recent Employer:
To: / /	Primary Duties:	
Hours/Week:		Address:
Supervisor:		
Ending Salary:		
Reason for Leaving:		
May We Contact This Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		

NOTE: If you were employed under a different name, please indicate the name:

From: / /	Title:	Current/Most Recent Employer:
To: / /	Primary Duties:	
Hours/Week:		Address:
Supervisor:		
Ending Salary:		
Reason for Leaving:		
May We Contact This Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		

<i>NOTE: If you were employed under a different name, please indicate the name:</i>		
From: / /	Title:	Current/Most Recent Employer:
To: / /	Primary Duties:	Address:
Hours/Week:		
Supervisor:		
Ending Salary:		
Reason for Leaving:		
May We Contact This Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		Supervisor's Phone #:
<i>NOTE: If you were employed under a different name, please indicate the name:</i>		
From: / /	Title:	Current/Most Recent Employer:
To: / /	Primary Duties:	Address:
Hours/Week:		
Supervisor:		
Ending Salary:		
Reason for Leaving:		
May We Contact This Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		Supervisor's Phone #:
ADDITIONAL EXPERIENCE (volunteer, internships, and so on)		

Application Release

- To the best of my knowledge, the information herein is true and complete. I understand that falsification of this application will be grounds for elimination from further consideration or, if employed, for dismissal at any time.
- I understand that I will be required to provide documentation showing authorization to work in the United States.
- I hereby authorize the company or its agents to solicit information regarding my previous employment, educational background and any other similar background information regarding my character, general reputation and credit, and to contact any previous employers and references I have given on my employment application regarding this information. I authorize all previous employers to furnish the company or its agents with any and all such information as described above that they may have regarding my employment and reason for leaving. I release all parties and persons connected with any such request for information or the furnishing of such information from all claims, liabilities and damages for any reason arising out of the request. If employed, I release the company from any liability for future references the company may provide regarding my work history.

Signature: _____ Date: _____

DISCLOSURE FORM
ALL APPLICANTS MUST COMPLETE THIS FORM

1. **Have you ever been convicted of any crime against children or other persons?** *RCW 43.43.830 (5)* "Crime against children or other persons" means a conviction of any of the following offenses: Aggravated murder; first or second degree murder; first or second degree kidnapping; first, second or third degree assault; first, second or third degree assault of a child; first, second or third degree rape; first, second or third degree rape of a child; first or second degree robbery; first degree arson; first degree burglary; first or second degree manslaughter; first or second degree extortion; indecent liberties; incest; vehicular homicide; first degree promoting prostitution; communication with a minor; unlawful imprisonment; simple assault; sexual exploitation of minors; first or second degree criminal mistreatment; child abuse or neglect as defined RCW 26.44.020; first or second degree custodial interference; malicious harassment; first, second or third degree child molestation; first or second degree sexual misconduct with a minor; first or second degree rape of a child; patronizing a juvenile prostitute; child abandonment; promoting pornography; selling or distributing erotic material to a minor; custodial assault; violation of child abuse restraining order; child buying or selling; prostitution; felony indecent exposure; criminal abandonment; or any of these crimes as they may be renamed in the future." Yes No If yes, explain: _____
2. **Have you ever been convicted of crimes relating to financial exploitation if the victim was a vulnerable adult?** *RCW 43.43.830 (6)* "Crimes relating to financial exploitation" means a conviction for first, second, or third degree extortion; first, second, or third degree theft; first, second, or third degree robbery; forgery; or any of these crimes as they may be renamed in the future. *RCW 43.43.830 (9)* "Vulnerable adult" means "vulnerable adult" as defined in chapter 74.34 RCW, except that for the purposes of requesting and receiving background checks pursuant to RCW 43.43.832, it shall also include adults of any age who lack the functional, mental, or physical ability to care for themselves. *RCW 74.34.020 (8)* "Vulnerable adult" means a person sixty years of age or older who has the functional, mental, or physical inability to care for himself or herself. *RCW 43.43.830 (10)* "Financial exploitation" means the illegal or improper use of a vulnerable adult of that adult's resources for another person's profit or advantage. Yes No If yes, explain: _____
3. **Have you ever been convicted of crimes relating to drugs under RCW 43.43.830(6)?** "Crimes relating to drugs" means a conviction of a crime to manufacture, delivery, or possession with intent to manufacture or deliver a controlled substance. Yes No If yes, explain: _____
4. **Have you ever been found in any dependency action under RCW 13.34.040 to have sexually assaulted or exploited any minor or to have physically abused any minor?** Yes No If yes, explain: _____
5. **Have you ever been found by a court in a domestic relations proceeding under Title 26 RCW to have sexually abused or exploited any minor or to have physically abused any minor?**
 Yes No If yes, explain: _____
6. **Have you ever been found in any disciplinary board final decision to have sexually or physically abused or exploited any minor or developmentally disabled person or to have abused or financially exploited any vulnerable adult?**
 Yes No If yes, explain: _____
7. **Have you ever been found by a court of law in a protection proceeding under chapter 74.34 RCW, to have abused or financially exploited a vulnerable adult?** Yes No If yes, explain: _____
8. **Have you ever been convicted of crimes relating to the consumption of alcohol, including drunken driving, driving under the influence, or driving while intoxicated?** Yes No If yes, explain: _____
9. **Have you ever been convicted of any crime involving a motor vehicle?** Yes No If yes, explain: _____

I declare, under penalty of perjury under the laws of the State of Washington, that the statements above are true and correct.

Signature

Date