

HOW DID YOU HEAR ABOUT OUR EMPLOYMENT OPPORTUNITIES?

Newspaper Ad (please indicate which paper): _____

Walk-in Job Fair Website Previous Employment

Employee Referral _____ Other _____

EMPLOYMENT AVAILABILITY, CHECK ALL THAT APPLY:

Employment Desired: Full-time Part-time Seasonal PRN (as needed)

Hours Available: Days Evening Nights Weekends

VOLUNTEER EXPERIENCE

EMPLOYMENT EXPERIENCE

Below, please list your last four employers, starting with the most recent.
Incomplete information will delay processing of your application.

| DATE MONTH & YEAR | NAME, PHONE, ADDRESS OF EMPLOYER | IMMEDIATE SUPERVISOR | SALARY | POSITION | REASON FOR LEAVING |
|------------------------|--|-------------------------|--------|----------|-----------------------|
| FROM _____ TO _____ | NAME _____ PHONE _____ ADDRESS _____ | | | | |
| FROM _____ TO _____ | NAME _____ PHONE _____ ADDRESS _____ | | | | |
| FROM _____ TO _____ | NAME _____ PHONE _____ ADDRESS _____ | | | | |
| FROM _____ TO _____ | NAME _____ PHONE _____ ADDRESS _____ | | | | |

REFERENCES

Below, provide the names of three persons not related to you, whom you have known at least 1 year. Two work references and one personal reference are preferred.
*Students: please include at least one teacher or counselor as a reference.

| NAME | ADDRESS | PHONE NUMBER | BUSINESS | YEARS ACQUAINTED |
|------|---------|--------------|----------|---------------------|
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APPLICATION CONTINUES ON BACK PAGE AND MUST BE COMPLETED.

Are you physically able to perform, with reasonable accommodation, the duties of the job for which you are applying? Yes No

PRE-EMPLOYMENT STATEMENT (*Read closely before signing.*)

Integrity is a core value at Brethren Village. I understand that any false answer, statement, representation or omission of information made by me in this application shall constitute sufficient cause for Brethren Village to halt the employment process, rescind a job offer if already extended, or if already employed would be cause for immediate discharge. I confirm that the facts set forth on this application are true and complete.

If offered a job at Brethren Village, I consent to taking a post offer physical examination with a designated Brethren Village physician and understand that my employment may be contingent upon the results of this examination.

I agree to submit to any lawful drug, alcohol, or other testing that may be required as a condition of employment.

Were you ever dismissed from employment due to abuse of clients or residents? Yes No

Do you have any history or conviction of violent crime? Yes No

Have you resided in Pennsylvania without interruption for the last 2 years? Yes No

Brethren Village complies with all federal and state laws and regulations including the requirement not to employ or contract with sanctioned individuals. Have you ever been listed by a federal agency as debarred, excluded or otherwise ineligible for participation in federally funded health programs? Yes No

Additionally, I hereby authorize Brethren village to conduct a full investigation into my employment history. I release Brethren Village and all parties involved from all liability or responsibility for damages of any nature which may arise at any time, all companies, corporations, and/ or individuals supplying information that will be used to determine my qualification for employment.

Date: _____ Signature: _____
(If called for an interview, signature will be required at that time.)

Applicants Under the Age of 18, Please Note:

When working in a health care facility, employees are required to have a two step tuberculin skin test (PPD) before the first day of employment and annually thereafter.

If you are selected for an interview, you will be provided with a written authorization form that must be signed by a parent or guardian.

After completion of this form, return to Brethren Village in one of the following ways:

* fax to 717-581-4477

* or mail to: Brethren Village
Human Resources
3001 Lititz Pike
Lancaster, PA 17606-5093

* or drop off in person

* or save to disk and email as attachment to hr@bv.org