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Integrated Community Living and Participation Inc.

OUR MISSION

Integrated Community Living & Participation provides residential care for adults with disabilities. We welcome you to experience "our heart is always open policy". Our number one goal is to provide the highest quality of care to everyone of our clients. Our professional staff members are hand selected to ensure a family orientated environment where our motto is "home away from home". We believe neighborhoods and communities are enriched when all citizens, including people with disabilities, fully participate. We believe that citizenship should not be limited by the attainment of skill levels; instead, community participation is a right that belongs to us all. Individual's rights can only be fully enjoyed. when everybody has as much control over their day-to-day life as possible.

Position desire: _____ Date available: ____/____/____

Type of Employment Desire: Full time: ☐ Part time: ☐

Desire salary range: _____

How did you learn about Integrated Community Living and Participation Inc? (please specify)

EMPLOYMENT APPLICATION

Integrated Community Living and Participation Inc. is an equal opportunity employer and does not discriminate base on race, color, sex, age, national origin or creed, disability, sexual orientation or affiliation, marital status, political and union affiliations.

DATE: ____/____/____

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

Street Address: _____

City: _____ Zip Code: _____ State: _____

Home Phone: _____ Alternate Phone: _____

E-mail Address: _____

Social Security Number: _____

DOB: ____/____/____

Do you have a valid Driver's License? Yes ☐ No ☐ Class: C Yes ☐ No ☐

Driver's License #: _____ State: _____

Expiration Date: ____/____/____

SHIFT AVAILABILITY : (Please check appropriate box)

Are you able to work every other weekend ? Yes ☐ No ☐

Days of availability: ☐ Sunday ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐ Saturday

Shift : ☐ 12 am- 8 am ☐ 8am- 4pm ☐ 4pm- 12am

ETHNICITY:

☐ African American/Black ☐ Caucasian/White ☐ Asian American ☐ American Indian/Alaska Native

☐ Native Hawaiian/ Pacific Islander ☐ Other

Are you Hispanic or Latino? ☐ Yes ☐ No

Do you speak any language(s) other than English? Yes ☐ No ☐ Specify _____

Have you ever been convicted of any criminal or driving offense(s) other than a minor traffic violation? Yes ☐ No ☐
☐ If yes, written documentation must be provided about criminal offenses from the clerk of court in the county in which the conviction was made, and about any driving offenses other than minor traffic violations from the motor vehicles office. If yes (when) explain

Have you ever been convicted of, plead guilty or no contest) to, or received probation, suspension, or deferred adjudication for a felony or misdemeanor? ☐ Yes ☐ No If Yes please explain

Have you ever been convicted of any offense involving fraud, neglect, abuse, sexual assault (including, but not limited to, theft, swindling, and indecency with a minor)? ☐ Yes ☐ No If yes, please state where, when, and the nature of the offense

Have you ever served in the U.S. military? Yes ☐ No ☐

Do you have the legal right to obtain employment in the United States? Yes ☐ No ☐

Can you perform the essential functions and responsibilities of the position for which you are applying? Yes ☐

No ☐ If no, explain: _____

Do you require any special accomodation to perform required duties? Yes ☐ No ☐

If yes, explain: _____

Have you ever worked for Integrated Community Living & Participation before? Yes ☐ No ☐

If so, give date(s) of employment and position(s) held: _____

Do any of your relatives work for Integrated Community Living & Participation? Yes ☐ No ☐

If Yes, please give name (s): _____

List any current licenses, certifications, or registrations required for the position for which you are applying. Include date received.

PERSONAL REFERENCES:

You must provide at least two personal reference names with whom reference interview can be conducted. Please give full names and phone numbers of persons who have knowledge of you and qualification in the field.

NAME: _____ ADDRESS: _____

CITY _____ STATE _____ ZIP CODE _____ PHONE #: (_____) _____

NAME: _____ ADDRESS: _____

CITY _____ STATE _____ ZIP CODE _____ PHONE #: (_____) _____

PROFESSIONAL REFERENCE:

You must provide one professional reference search as (your direct supervisor, director or HR personnel) with full name, address and phone numbers.

NAME: _____ ADDRESS: _____

CITY _____ STATE _____ ZIP CODE _____ PHONE#: (_____) _____

EDUCATION AND SKILLS:

Level of education: High school ☐ GED ☐ COLLEGE ☐

Degree: ☐ Diploma: ☐

Did you graduate? Yes ☐ No ☐ Please specify degree: _____

SCHOOL INFORMATION: ☐ NATIONAL ☐ INTERNATIONAL:

SCHOOL NAME: _____ ADDRESS: _____

CITY: _____ STATE _____ ZIP CODE: _____

COUNTRY: _____ CITY: _____ POSTAL CODE: _____

List last 2 work history starting with the most recent			
From: / /	To: / /	Beginning Salary \$	Ending Salary \$
Name of Employer:		May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If no please explain:			
Address:	City:	State	Zip:
Supervisor's Name:		Phone Number: ()	
Title and duties performed:			
Reason for leaving:			

From: / /	To: / /	Beginning Salary \$	Ending Salary \$
Name of Employer:		May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If no please explain:			
Address:	City:	State	Zip
Supervisor's Name:		Phone Number: ()	
Title and Duties Performed:			
Reason for Leaving:			

I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge and understand that any deliberate falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment. I authorize the references listed above to give you all information concerning my previous employment and any pertinent information they may have, personal or otherwise.

Employee Signature _____ Date _____