

# Application for Employment



It is the policy of Pine Haven Christian Home, Inc. (Pine Haven Christian Communities) to provide equal opportunity with regard to all terms and conditions of employment. The Company complies with federal and state laws prohibiting discrimination on the basis of age, race, religion, color, sex, national origin, or ancestry, physical or developmental disability, arrest or conviction record, sexual orientation, marital status, military participation or any other protected characteristic.

531 Giddings Avenue  
Sheboygan Falls, WI 53085  
(920) 467-2401  
www.pinehaven.org

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Shift(s) preferred: 1  2  3  Any

Position applied for: \_\_\_\_\_

Would you accept full-time work? Yes  No

Would you accept part-time work? Yes  No

How did you learn about this position? (check all that apply)

- Pine Haven Employee – Name of employee \_\_\_\_\_
- Website – which one? \_\_\_\_\_
- Newspaper – which one? \_\_\_\_\_
- School – which one? \_\_\_\_\_
- Job Fair – Date and Location \_\_\_\_\_
- Referred by Family / Friend – Name \_\_\_\_\_
- Other \_\_\_\_\_

Have you ever been employed here before? No  Yes

Dates of employment: \_\_\_\_\_ Job Title: \_\_\_\_\_

Last name at time of employment if different from current last name. \_\_\_\_\_

Do you have any relatives or friends who work for Pine Haven Christian Communities? Yes  No

If yes, please list their names.

Are you legally eligible to be employed in the United States? Yes  No

(Proof of identity and eligibility will be required upon employment)

Are you at least 18 years of age? Yes  No

(If no, you may be required to provide authorization to work.)

---

**Pine Haven's Mission: Pine Haven Christian Communities will provide the aging population we serve an environment that is a Christ-centered, safe haven offering quality, compassionate care.**

Based upon Pine Haven's Mission Statement (above), briefly describe what it means to you to have the opportunity to work with an organization which has this mission.

---

---

---

**Previous Employment** List most recent employer first. Include employment history for the past 15 years or since high school, whichever is shorter.

<b>Current Company Name:</b> _____ Address: _____ Position: _____ Reason for Considering Leaving: _____ May we contact your employer? Yes <input type="checkbox"/> No <input type="checkbox"/>	Contact Name: _____ Phone: _____ Employed From _____ To _____ Current Wage: \$ _____
<b>Company Name:</b> _____ Address: _____ Position: _____ Reason for Leaving: _____	Contact Name: _____ Phone: _____ Employed From _____ To _____ Last Wage: \$ _____
<b>Company Name:</b> _____ Address: _____ Position: _____ Reason for Leaving: _____	Contact Name: _____ Phone: _____ Employed From _____ To _____ Last Wage: \$ _____
<b>Company Name:</b> _____ Address: _____ Position: _____ Reason for Leaving: _____	Contact Name: _____ Phone: _____ Employed From _____ To _____ Last Wage: \$ _____
<b>Company Name:</b> _____ Address: _____ Position: _____ Reason for Leaving: _____	Contact Name: _____ Phone: _____ Employed From _____ To _____ Last Wage: \$ _____
<b>Company Name:</b> _____ Address: _____ Position: _____ Reason for Leaving: _____	Contact Name: _____ Phone: _____ Employed From _____ To _____ Last Wage: \$ _____

Account for any gaps of employment greater than 3 months since leaving high school or in the past 15 years, whichever is shorter. (No reason need be provided at this time).

From: Month/Year	To: Month/Year

## Educational Background

<b>High School:</b> Name and Location: _____ Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Vocational or other training including certificate programs (ie. CNA):</b> Name and Location: _____ Course of Study: _____ Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/> Certificate, degree or diploma _____
<b>College:</b> Name and Location: _____ Course of Study: _____ Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/> Degree or diploma _____
<b>Graduate School:</b> Name and Location: _____ Course of Study: _____ Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/> Degree or diploma _____

### APPLICANT'S CERTIFICATION AND AGREEMENT

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize Pine Haven Christian Communities to verify their accuracy and to obtain reference information on my work performance. I hereby release Pine Haven Christian Communities from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for rescinding an employment offer or terminating employment for cause.

I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules, and regulations of employment of Pine Haven Christian Communities. However, I further understand that neither the policies, rules, regulations of employment or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or Pine Haven Christian Communities may terminate my employment at any time with or without notice or cause.

Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_\_