



2705 Fulton Drive NW
Canton, OH 44718
330-546-7767 Office
234-214-0168 Fax

EMPLOYMENT APPLICATION

Applications are considered without regard to race, color, religion, sex, national origin, age, marital or veteran status, or the presence of a non-job related medical condition or disability.

Date _____

Applying For Full Time Part Time Temporary Referral Source _____

Position(s) Applying For: NMT Transporter Group Home Assistant HPC Assistant HPC Transporter

Description of Positions:

NMT Transporter – Drives the agency 12-passenger van to transport clients to and from work.

Group Home Assistant – Cares for client’s needs in a group home setting, maintains cleanliness in home, take clients on activities, etc.

HPC Assistant – Cares for clients in their home and/or in the community, transports and cares for clients on activities, doctor appointments, etc.

HPC Transporter – Drives clients to access the community, i.e. doctor appointments, grocery shopping, community activities, etc.

PERSONAL INFORMATION:

Name _____ Maiden Name _____ Alias _____

Street Address _____

City _____ State _____ Zip _____

DOB: _____ Phone _____ Email _____

Are you a U.S. citizen? Yes No If no, what is your citizenship/residency status _____

Have you ever served on active duty in the Armed Services of the United States? Yes No

Have you ever been convicted of or charged with a felony or misdemeanor? Yes No

Have you ever been listed on the Ohio Department of MR/DD Abuser Registry? Yes No

Have you ever been listed on the Ohio Department of Health Nurse Aid Registry? Yes No

Do you have a valid Ohio driver’s license? Yes No Do you own a reliable car? Yes No

Do you have a current American Red Cross or equivalent CPR/AED/First Aid Certification? Yes No

Have you, or any person or entity with whom you have been associated with, filed for bankruptcy, been declared bankrupt or insolvent or been the subject of any receivership proceedings within the last 7 years? Yes No

Have you been a resident of the state of Ohio for the past five-years? ___Yes (sign below) ___No (FBI background check required prior to hire)

I certify that I have been a resident of the state of Ohio consecutively for the past five-years. _____

Signature

EDUCATION

Name of School/College	Number of Years Attended	Year Graduated	Course of Study	Degree

SPECIAL SKILLS AND QUALIFICATIONS: Describe any special skills or qualifications you have for this position.

LIST ORGANIZATIONS AND/OR SERVICE PROJECTS YOU HAVE BEEN INVOLVED IN:

EMPLOYMENT/WORK EXPERIENCE

Start with your present or most recent position. Include military service assignments. Attach additional pages if space is needed.

Name of Employer: Address: City/State/Zip: Phone Number:	Name of Last Supervisor	Employment Dates	Pay Rate
		To: From:	Start: Finish:
Reason for Leaving: <i>(be specific)</i>		Last Job Title:	
Description of your Responsibilities:			

Name of Employer: Address: City/State/Zip: Phone Number:	Name of Last Supervisor	Employment Dates	Pay Rate
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Reason for Leaving: <i>(be specific)</i>		Last Job Title:	
Description of your Responsibilities:			

May we contact your current employer? () yes () no

I _____ CERTIFY that the answers I provided on this application are true and complete to the best of my knowledge. I authorize _____ to investigate any statement contained in this application, and to obtain a credit report on me as necessary to determine my qualifications. I understand that this application is not and is not intended to be any kind of contract or agreement. In the event of employment, I understand that any false or misleading information given in my application, correspondence, discussions or interview may result in immediate termination. I understand also, that I am required to abide by all rules, regulations and policies of _____.

Signed: _____ Date: _____

For Office Use Only	Interview Date: _____	Employee Checklist Reviewed: _____	Hire Date: _____
Start Date: _____	Position: _____	Pay Rate: _____	