

# Employment Application

Please fill out this application and submit it along with your cover letter and resume to the Human Resources Department at [HR@casaesperanza.org](mailto:HR@casaesperanza.org)

Position that you are applying for:

Date:

## Personal Information

First name:

Last name:

Email Address:

Phone:

Earliest date available for employment:

## Employment

Most recent employer:

Address:

Phone:

Job Title:

Dates of employment:

Employer 2:

Address:

Phone:

Job Title:

Dates of employment:

Employer 3:

Address:

Phone:

Job Title:

Dates of employment:

## Education

High School Name:

Years Completed:

Diploma/Degree:

College Name:

Years Completed:

Course of Study:

Diploma/Degree:

Graduate or Professional School Name:

Years Completed:

Course of Study:

Diploma/Degree:

Other (Please specify):

Years Completed:

Course of Study:

Diploma/Degree:

Licenses and Certifications:

Expiration Date:

## Skills and Other Qualifications

Please summarize special job-related skills and qualifications acquired from employment or other experience (ex. software proficiency, equipment operation)



Empower Individuals. Integrate Care. Strengthen Communities.

Casa Esperanza, Inc. is an Equal Opportunity Employer. We do not discriminate on the basis of race, ethnicity, religion, creed, gender, national origin, political affiliation, age, disability, marital or veteran status, or any other legally protected status.

## References

First name:

Email Address:

Last name:

Phone:

First name:

Email Address:

Last name:

Phone:

First name:

Email Address:

Last name:

Phone:

## Additional Questions

Please detail how your background and experience have prepared you well for this position, as well as the reasons for which you would like to join the Casa Esperanza, Inc. community.

## Applicant Statement

I certify that answers given herein are true and complete. I understand that false or misleading information given in my application and/or interview may result in discharge. I understand also that I am required to abide by all rules and regulations of the employer.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of "at will" nature, which means that the employee may resign at any time and the employer may discharge the employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

Signature:

Date of application:



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