

## Application for Employment

<b>Name(Last)</b>	<b>(First)</b>	<b>(Middle)</b>	<b>E-Mail Address</b> print clearly!	
<b>Please give us your email address ONLY if you check it often.</b> <b>I check my email _____ daily _____ every 2 or 3 days.</b>				
<b>Mailing Address</b>		<b>City</b>	<b>State</b>	<b>Zip Code</b>
<b>Telephone Numbers</b>				
Work:		Home:		Cell:
<b>Position Applied For:</b>			<b>Date of Application:</b>	
Are you currently employed?			Yes	No
May we contact your current employer?			Yes	No
How far from your home would you be willing to travel for work?				
On what date would you be able to start work?				
Have you been convicted of a felony in the last 10 years? If yes, please explain. Conviction will not necessarily disqualify an applicant from employment.			Yes	No
Have you been convicted of OUI (operating a vehicle while under the influence of alcohol or drugs) within the past three years?			Yes	No
Have you ever filed an application with us before?			Yes	No
Are you prevented from lawfully becoming employed in this country because of visa or immigration status? Proof of citizenship and/or immigration status will be required upon employment.			Yes	No
Merrymeeting Behavioral Health Associates is an Equal Opportunity Employer. We consider all applicants for all positions without regard to race, creed, religion, gender, age, disability, sexual orientation, national origin, marital or veteran status, or any other legally protected status. Corrective action will be taken in the event that discrimination is found to have occurred.				
<b>Applicants can be employed by MBHA only after clearance by the Dept. of Motor Vehicles, a criminal history check, and clearance from DHHS Child Protective Services. MBHA takes responsibility for having these checks done.</b>				

### Education and Training

	Name and Town	Course of Study	Years Completed	Diploma/ Degree
High School				
College				
Other, including certifications				

### Past Employment, most recent first

<b>Last Position Held:</b>		<b>Responsibilities:</b>	
Organization's Name:		Employed From: To:	
Address:		Wages Earned: \$ per	
Supervisor's Name & Title:		Phone:	
May we contact this employer for a reference? Yes ____ No ____		Reason for Leaving:	

<b>Previous Position:</b>		<b>Responsibilities:</b>	
Organization's Name:		Employed From: To:	
Address:		Wages Earned: \$ per	
Supervisor's Name & Title:		Phone:	
May we contact this employer for a reference? Yes ____ No ____		Reason for Leaving:	

<b>Previous Position:</b>		<b>Responsibilities:</b>	
Organization's Name:		Employed From: To:	
Address:		Wages Earned: \$ per	
Supervisor's Name & Title:		Phone:	
May we contact this employer for a reference? Yes ____ No ____		Reason for Leaving:	

<b>Previous Position:</b>		<b>Responsibilities:</b>	
Organization's Name:		Employed From: To:	
Address:		Wages Earned: \$ per	
Supervisor's Name & Title:		Phone:	
May we contact this employer for a reference? Yes ____ No ____		Reason for Leaving:	

## **Other Qualifications**

**If you need additional space, please continue on the back or on a separate sheet of paper.**

**For applicants for Children’s Services:** Tell us about any experience with children not included in your list of past employment. This can be paid work, volunteer work, raising your own children, or helping with a relative’s children.

**For applicants for Adult Services:** Tell us about any experience that is not included in your list of past employment, but would contribute to your skills in working with people. This can be paid, volunteer, or family interaction with the general public or with adults with disabilities.

**For applicants for BS 2 positions:** Tell us about any experience with supervising individuals or leading groups that is not included on your resume – volunteer or community work, for example.

**For all applicants:** Summarize any other job-related skills and qualifications not listed on your resume, acquired from employment or other life experience.

State any additional information you feel may be helpful to us in considering your application.

## **Applicant’s Statement**

I certify that the answers given in this application are, and the information on my resume is, true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

In the event of employment, I understand that false or misleading information given in my application, resume or interview/s may result in discharge. I understand also that I am required to abide by all rules and regulations of the employer if I am hired.

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Signature of Applicant

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Date