

# Vernon Advent Christian Home

## Employment Application



## Title of Job Applied For:

**This document will be kept active for a period of 90 days from the date of application.**

Vernon Advent Christian Home is an equal opportunity employer and is firmly committed to prohibiting discrimination throughout the employment process against individuals because of race, color, sex, sexual orientation, gender identity, age, religion, national origin, ancestry, place of birth, military status, positive HIV-related blood test, genetic information, or against qualified individuals with disabilities, or because of any other legally protected status.

## Personal Information

Name (Last, First, M.I.)	Date:
Mailing Address:	Cell Phone:
City, State, Zip Code:	Home Telephone:
Permanent Address (if different from mailing) / E-mail address	Work (or message) Telephone

## Position Interest/Availability

Are you 18 years of age or older? \_\_\_\_\_ If not, birth date \_\_\_\_\_

Have you previously been employed by Vernon Advent Christian Home?  Yes  No  
When? \_\_\_\_\_ Supervisor \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

Do you have any relative or any other person(s) residing with you, who is employed by Vernon Advent Christian Home?  Yes  No  
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Have you ever been convicted of a crime?  Yes  No  
If yes, provide written explanation with dates on a separate page.

Check the type of employment you are interested in.  Full-time  Part-time  Temporary  All

Check the shifts you are willing to work.  Day shift  Evening shift  Night shift  Any shift

Do you have reliable transportation?  Yes  No How many miles away do you live? \_\_\_\_\_

Anticipated rate of pay \$ \_\_\_\_\_ per hour.

Date you are available? \_\_\_\_\_

How did you hear about employment at Vernon Advent Christian Home? \_\_\_\_\_

Why have you considered employment at Vernon Advent Christian Home? \_\_\_\_\_  
\_\_\_\_\_

What are the two most important factors to you in choosing a job?

1. \_\_\_\_\_  
2. \_\_\_\_\_

Did a current employee refer you to us?  Yes  No  
Employee's Name: \_\_\_\_\_

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

Can you provide appropriate documentation?  Yes  No





## Professional License

Description (e.g. Registered Nurse)	License Number	State	Expiration

## Professional License History

1. Is the above referenced license(s) active?  Yes  No
2. Has your license(s) ever been subject to the filing of disciplinary charges, stipulations or disciplinary action by the Vermont Office of Professional Regulation, the Board of Nursing or other similar state or local agency? Disciplinary action includes, but is not limited to, suspension of the license, revocation of the license, reprimands, warnings, or limits or conditions that are placed on the license.  Yes  No
3. If you answered yes to question number 2, for each disciplinary charge, stipulation or action please provide:
  - A. Date of discipline;
  - B. Substance of the discipline, i.e., revocation, suspension, warning, reprimand, or conditions;
  - C. Agency or Board that issued the discipline;
  - D. Nature of the underlying complaint; and
  - E. Final disposition including whether your discipline was the result of a settlement agreement or stipulation.

Response to question 3: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. If your license is currently subject to conditions, please describe the conditions with specificity:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Is your license(s) currently under investigation by the Vermont Office of Professional Regulation, the Board of Nursing or other similar state or local agency? \_\_\_ Yes \_\_\_ No

6. If you answered yes to question number 5, please provide:
  - A. Date investigation commenced;
  - B. Status of the investigation;
  - C. Agency or Board that is conducting the investigation; and
  - D. Nature of the underlying complaint.

Response to question 6: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## In submitting this application,

- I authorize Vernon Advent Christian Home to thoroughly investigate my employment history and activities. I agree to cooperate in such investigation, including the release of information from my personnel files of former or current employers. I release from all liability or responsibility all persons, companies or corporations supplying such information.
- I understand that an offer of employment is contingent upon a satisfactory background check, which includes checks of the state child abuse registry, state adult abuse registry, 50 state criminal registry, the Office of Inspector General, and Vermont Criminal Registry, if applicable, the Department of Motor Vehicles. I further understand that background checks will be conducted on a regular basis through out any period of employment with Vernon Advent Christian Home.
- I understand that an offer of employment is contingent upon my satisfactorily passing a physical examination before date of hire.
- I understand and agree that employment with Vernon Advent Christian Home is at-will, which means either party is free to terminate the employment relationship at any time for any reason or for no reason.
- I certify that statements made on this application and attachments (if any) and/or during the interview process are true and complete and that nothing has been withheld that would affect this application. I further understand that any false statement will result in rejection of this application, and if employed, dismissal.

Signature of Applicant

Date

### Vernon Advent Christian Home Statement of Values

*We will create "A community of caring that you can call home" by:*

- ▶ **Serving those in our care with compassion and zeal**
- ▶ **Regarding every employee as a vital part of our mission**
- ▶ **Respecting human worth and dignity**
- ▶ **Being honest and ethical in all our actions**
- ▶ **Pursuing excellence and exceptional value in all our work**
- ▶ **Embracing change and innovation as an opportunity for growth**



*Vernon Advent Christian Home*

A community of caring you can call home.

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