

Texas Human Services Associates, LLC

We are an Equal Opportunity Employer and committed to excellence through diversity.

Application for Employment

All answers must be printed or typed. All answers that are illegible or incomplete may prevent Texas Human Services Associates, LLC, from considering your application. Resumes will not be accepted in lieu of a completed application but may be included for supplemental information unless otherwise indicated.

Personal Information

Name			
Address	City	State	Zip
Phone number	Email address		
Are you legally eligible to work in the US? Yes <input type="checkbox"/> No <input type="checkbox"/>	Are you a veteran? <input type="checkbox"/> No Yes <input type="checkbox"/>		

If selected for employment are you willing to submit to a background check?
Yes No

Have you been convicted of a felony in the last 7 years?
Yes No

If yes, please briefly describe the circumstance of your conviction, indicating the date, nature and place of the offense and the disposition of the case. A felony conviction record will not bar you from employment since this will be looked upon as only one of the factors considered in the employment decision and is evaluated in terms of the nature, severity and date of the offense.

Complete this section if you are applying for a position with regular access to clients.

Have you ever been arrested on charges of possession, sale, transport, cultivation or selling to a minor of a controlled substance or forging or altering a prescription? Yes No

If yes, please describe the circumstance and disposition (attach additional sheet if necessary).

Have you ever been arrested on sex offense charges such as rape, assault with intent to rape, child molestation or enticement or abduction of a minor for immoral purpose?

Yes No

If yes, please describe the circumstance and disposition (attach additional sheet if necessary).

Position

Position you are applying for	Available start date	Desired pay
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Employment desired

Full time _____ Part time _____ Seasonal/Temporary

Education

School name	Location	Years attended	Degree received	Major

Skills

List any skills you think may be of value to the company, such as computer skills, knowledge of Genograms, etc.

License Information

Identify each license or certification held, include serial number and expiration date.

CPR/First aid Certification? Medication Administration? Restraint Training?
Yes No Yes No Yes No

Do you have a valid driver's license?
Yes No

If yes, list license number and state issued

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Professional Status

List fields of work for which you have been registered

Registration	State	Expiration Date

References (business and professional only)

Name	Title	Company	Phone

Employment History

Employer (1)	Job title		Dates employed
Work phone	Starting pay rate		Ending pay rate
Address	City	State	Zip
Employer (2)	Job title		Dates employed
Work phone	Starting pay rate		Ending pay rate

Address	City	State	Zip
Employer (3)	Job title		Dates employed
Work phone	Starting pay rate		Ending pay rate
Address	City	State	Zip
Employer (4)	Job Title		Dates employed

Work phone	Starting pay rate		Ending pay rate
Address	City	State	Zip
Employer (5)	Job title		Dates employed
Work phone	Starting pay rate		Ending pay rate
Address	City	State	Zip

Have you ever been convicted of or sentenced for any violation of the law not already listed on this application? If yes, please describe the circumstance and disposition (attach additional sheet if necessary). The existence of a criminal record does not constitute an automatic bar to employment.

Yes No

If yes, please describe the circumstance and disposition (attach additional sheet if necessary).

Military Service Status

Branch of Service:	Military Occupation:	Date of Entry:
Length of Active Duty:	Date of Separation:	Rank at the time of Separation:

Signature Disclaimer

I hereby certify that all entries on the application and any attachments are true and complete and I agree and understand that any falsification of information herein, regardless of time of discovery may cause forfeiture on my part to any employment with Texas Human Services Associates, LLC, I understand that all information on this application is subject to verification and I consent to reference and former employers and educational institutions listed being contacted regarding this application. Finally, I attest, under penalty of perjury, that I am legally authorized to work in the United States of America.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my employment being terminated.

Name (please print)

Signature

Date