



REALITY HOUSE PROGRAMS, INC.

Employment Application

Name: _____ Date: _____ DOB: _____
 Position Applying For: _____ SSN: _____
 Complete Address: _____
 Years Living at Local Address: _____ Telephone#: (____) _____

Are You willing to Submit to Drug Testing?: **YES** **NO** Class of Current Driver's License: _____

Have You Ever Been Arrested?: **YES** **NO** If YES, Explain: _____

Are you able to perform essential functions of the position for which you are applying without special accommodations? **YES** **NO** If NO, Explain: _____

EDUCATION HISTORY: Circle Highest Degree Completed (Must have transcripts or diploma):
 GED H.S. DIPLOMA SOME COLLEGE AA/AS BA/BS GRAD. DEGREE PHD/MD

Name and Location of High School: _____ Yr. Grad. _____

Describe Any Technical School: _____

EMPLOYMENT HISTORY (Last Five Years): *If you have had more than three jobs in five years you are to list additional employment history on another sheet of paper and attach to application.*

Employer: _____ Address: _____
 Date Started: _____ Date Left: _____ May We Contact: **YES** **NO**
 Job Title: _____ Supervisor: _____ Final Salary: _____
 Job Description: _____
 Reason for Leaving: _____ Phone Number: _____

Employer: _____ Address: _____
 Date Started: _____ Date Left: _____ May We Contact: **YES** **NO**
 Job Title: _____ Supervisor: _____ Final Salary: _____
 Job Description: _____
 Reason for Leaving: _____ Phone Number: _____

Employer: _____ Address: _____
 Date Started: _____ Date Left: _____ May We Contact: **YES** **NO**
 Job Title: _____ Supervisor: _____ Final Salary: _____
 Job Description: _____
 Reason for Leaving: _____ Phone Number: _____

Describe skills, training, or experience related to the position that you are applying for: _____

Provide any volunteer/internship experience: _____



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If you have had gaps of unemployment, explain those gaps: _____

If applying for a part time position, please list hours of availability: _____

Please describe what you believe Reality House Programs to be and the way you see the position you are applying for to fit into the organization: _____

How do you anticipate your demeanor will be with people who have been convicted of criminal behavior?

If hired, what type of relationship do you anticipate having with current or past participants of Reality House Programs:

If you have working experience in the following, please check each skill:

_____ Microsoft Word	_____ Ten Key	_____ Excel	_____ Access
_____ Microsoft Publisher	_____ Microsoft Outlook	_____ typing/wpm	_____ PowerPoint

I authorize the **Release of Information** concerning **ALL** of my current and previous employment to Reality House Programs, Inc. I understand that the information will include my period of employment, official title(s), duties and responsibilities, work habits, attitude, and reason for termination. I understand that Reality House Programs, Inc. staff will contact my references, investigate my employment & education history, and verify that the information that I provided in this application is accurate. By making such authorization, I release my previous employer, Reality House Programs, Inc., and the listed references from all liability and damage resulting from said release.

Reference 1: _____	Current Job: _____	Tele: _____
Reference 2: _____	Current Job: _____	Tele: _____
Reference 3: _____	Current Job: _____	Tele: _____

Applicant's Signature: _____ Date: _____

- I understand that this application is not a contract of employment;
- I understand that federal law prohibits employment of illegal aliens;
- I understand that I must show proof of identity and that failure to do so will result in denial of employment;
- I understand that Reality House Programs, Inc. follows an employment-at-will policy and may terminate my employment at anytime and for any reason.

I certify that all statements herein are true and I also understand that any falsification or willful omission will be sufficient cause for dismissal or refusal of employment. If I am employed, I will follow all directives and policies of Reality House Programs, Inc. and my supervisors.

Applicant's Signature: _____ Date: _____

*******APPLICANT STOPS HERE*******