



Employment Application

Consent

- I understand that if I am employed, any misrepresentation made by me on this application will be sufficient cause for cancellation of this application or immediate discharge from employment by PIMHA Treatment Center, whenever it is discovered.
- I give PIMHA Treatment Center the right to contact and obtain information from all references, employers, educational institutions, and to otherwise verify the accuracy of the information contained in this application. I hereby release from liability PIMHA Treatment Center, and its representatives for seeking, gathering and using such information and all other persons, corporations or organizations for furnishing such information
- This application is current only for the position noted on first page. When the position is filled, if I have not heard from PIMHA Treatment Center, and still wish to be considered for employment, it will be necessary to fill out a new application.
- I also understand that if I am hired, I will be required to provide proof of identity and legal work authorization
- If the position applied for requires driving in the course of work, I understand that I will be required to possess a current and valid AK driver's license and understand that I will be required to provide a copy of my official driving record and proof of insurance. I also understand that any offer of employment is contingent on my ability to be covered by PIMHA Treatment Center, auto insurance, if required for my position.
- This employment offer is not an employment contract and is not intended to create contractual obligations of any kind. Our employment relationship will be terminable at will, which means that either you or PIMHA Treatment Center may terminate your employment at any time and for any reason or for no reason with or without notice.

Discrimination

- It is the policy of PIMHA Treatment Center to initiate comprehensive affirmative action personnel programs in order to provide applicants and employees the right to equal employment opportunities. PIMHA Treatment Center will not engage in discriminatory practices against any person employed or seeking employment because of race, color, religion, ethnic background, national origin, marital status, physical or mental handicaps, veteran status, or sexual preference or within the limits imposed by law because of age or citizenship.



Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you seeking: Full-Time Part-Time

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO
 Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO
 Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

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

Signature: _____ Date: _____



SELF-REPORTING DATA SHEET

PIMHA Treatment Center treats employees and applicants for employment on the basis of outstanding merit and experience, without regard to race, color, religion, sex, national origin, marital / changes in marital status, pregnancy, parenthood, physical or mental disability or age. In an effort to evaluate our selection process and to meet government reporting requirements we request that you complete this form. The data you provide is to be used solely for reporting, research, statistical purposes and to comply and monitor compliance with legal requirements. Your voluntary cooperation will be appreciated and failure to complete this form will not affect the decision concerning your employment application.

Please select all that apply.

Race:

- Hispanic or Latino
- Alaska Native
- White
- Black or African American
- Native Hawaiian or Pacific Islander
- Asian
- American Indian
- Other

Please select the age range and gender that apply.

- | | |
|----------------------------------|---------------------------------|
| <input type="checkbox"/> 18 – 25 | <input type="checkbox"/> Male |
| <input type="checkbox"/> 26 – 40 | <input type="checkbox"/> Female |
| <input type="checkbox"/> 41 – 55 | <input type="checkbox"/> Other |
| <input type="checkbox"/> 56 + | |