

MILWAUKEE CATHOLIC HOME

APPLICATION FOR EMPLOYMENT

Milwaukee Catholic Home is an Equal Opportunity Employer and complies with all equal employment opportunity laws.

CERTIFICATION
(Please read carefully and **sign**)

I certify that the information provided by me in this application and in response to questions during the employment process is true and correct without misrepresentation or omissions of any kind whatsoever, and I will not hold Milwaukee Catholic Home liable if my employment is terminated because of misrepresentations or omissions of any kind, whatsoever. I also authorize the employers, schools and organizations listed to give any information to Milwaukee Catholic Home, or a designated third party, that they may have. I hereby release those employers, schools and organizations and all individuals connected with them from liability for any damages from releasing this information to Milwaukee Catholic Home. I hereby authorize and agree to release Milwaukee Catholic Home and any of its employees from liability for any negligent acts or omissions of the company or its employees arising in connection with the evaluation of my qualifications, credentials and character.

I understand that nothing in this application is intended to imply or create an employment relationship or contract for employment. I further understand that, if hired, my employment is at-will and can be terminated at any time, with or without notice, for any reason. I also understand that while personnel policies, programs and procedures may of necessity change from time to time, such at-will status is not subject to change absent a written agreement signed by the Executive Director of Milwaukee Catholic Home or a designated authorized representative.

signature _____

date _____

PERSONAL INFORMATION

Name: _____ Soc. Sec. No: _____ Phone: _____
Last First M.I.

Address: _____
Street City State Zip

Are you legally authorized to work in the U.S.? Yes No

List all convictions for any offense or violation (including felony, misdemeanor or municipal ordinance) other than minor traffic violations, AND all *pending* criminal charges: _____

(note: no applicant will be denied a position because of a conviction which is not substantially related to the circumstance(s) of the position(s) sought)

POSITION INFORMATION

Position for which you are applying: _____ Salary desired: _____

Please check availability for work: 1st shift 2nd shift 3rd shift weekends
 full time part time pool on call

Number of hours available to work each week: _____

Date available: _____ Are you available to work overtime? yes no

Have you ever been employed by Milwaukee Catholic Home? yes no

If yes, when and under what name: _____

How did you find out about this position? Newspaper (which one): _____ Employee Referral
 Other: _____

SKILLS

Do you type? yes no WPM _____ Knowledge of medical terminology: yes no

Please list computer operating systems/software with which you have experience: _____

Registry, license or certification: _____ current permanent Year: _____ Number: _____

EDUCATION AND TRAINING

NAME OF SCHOOL	CITY, STATE	GRADUATE? yes/no	DEGREE	COURSE OF STUDY
High School				
College/University				
College/University				
Other				

HIGHEST DEGREE EARNED: High School Associate Bachelor
 Master Doctorate Overall G.P.A. _____

EMPLOYMENT HISTORY

Please begin with your present or most recent employer

EMPLOYER: _____ ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____ PHONE: _____
DATES EMPLOYED: _____ to _____ POSITION(S) HELD _____
SUPERVISOR NAME/TITLE: _____
JOB DUTIES: _____
REASON FOR LEAVING: _____ SALARY: _____

EMPLOYER: _____ ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____ PHONE: _____
DATES EMPLOYED: _____ to _____ POSITION(S) HELD _____
SUPERVISOR NAME/TITLE: _____
JOB DUTIES: _____
REASON FOR LEAVING: _____ SALARY: _____

EMPLOYER: _____ ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____ PHONE: _____
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