

INTERNAL USE ONLY:
STAFF INITIALS: _____ DATE RECEIVED: _____
STAFF INITIALS: _____ HR REVIEW DATE: _____
POSITION :OPEN DATE: _____ CLOSE DATE: _____



La Casa, Inc.

APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer - All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, sexual orientation, marital affiliation, protected veteran status, or any other characteristic protected by law.

POSITION APPLYING FOR: _____

PERSONAL INFORMATION

Incomplete information could disqualify you from further consideration. Please complete all fields.

Name _____ Date _____

Current Address _____
STREET CITY ZIP CODE

Prior Address _____
(If less than 7 or 10 yrs at current) STREET CITY ZIP CODE

List states and counties of residence in the past seven years:

State/County _____ Dates resided _____ State/County _____ Dates resided _____
State/County _____ Dates resided _____ State/County _____ Dates resided _____

E-mail Address _____

Home Phone # _____ Mobile Phone # _____

Are you eligible to work in the U.S? ___Yes ___No

Are you at least 18 years or older? (If no, you may be required to provide authorization to work.) ___Yes ___No

What languages do you speak, read, and/or write fluently? _____

Have you ever been terminated from employment or asked to resign by an employer? ___Yes ___No

If yes, please provide company names and detail _____

Can you work any shift? ___Yes ___No

Can you work beyond scheduled hours, including weekends? ___Yes ___No

Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation? ___Yes ___No

Within posted range?

Date you can start _____ Hourly Rate/Salary desired _____ ___Yes ___No

Are you currently employed? ___ If so, may we contact your present employer? _____

REFERRAL SOURCE

How did you hear about us? (Circle Answer) Walk In Advertisement Referral Other _____

Have you ever worked for La Casa before? ___Yes ___No **If yes**, list position/s held and dates of employment _____

Do you have a family member or close personal relationship with anyone currently employed by La Casa? ___Yes ___No

If yes, list name and relationship? _____

EMPLOYMENT HISTORY

Include your last seven (7) years of employment history, starting with the most recent and work backwards in time.

You may attach additional employment history. You may attach a resume however incomplete information on this application could disqualify you from further consideration.

Start with most recent employer. If currently working for this employer may we contact? __Yes __No

From	To	Employer Name	Telephone
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Job Title	Address		
Immediate supervisor and title	Summarize the nature of work performed and job responsibilities		

Reason for leaving			
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From	To	Employer	Telephone
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EDUCATION	Name/City-School	No. of yrs. Attended	Degree Received	Subjects studied/Major
High School				
College or University				
Trade, Business or Correspondence School				

List Certifications/Licenses _____

Do you have any special skills, experience and/or training that would enhance your ability to perform the position applied for? Yes___ No___ **If yes,** list below.

Computer Skills (please describe): _____

REFERENCES Give the names of professional references, not related to you, to whom you have known at least three (3) years.

Name	Address, Phone, Email	Company	Years Acquainted
1			
2			
3			

Please read carefully before signing.

La Casa, Inc. shall provide equal employment opportunities to all individuals and shall not discriminate against any individual on the basis of protected class as defined by Federal and State law including: race, color, age, religion, sex, sexual orientation,

gender identity, national origin, ancestry, physical or mental disability or medical condition, or any other legally protected status.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for La Casa, Inc. to hire me. If I am hired, I understand that either La Casa, Inc. or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of La Casa, Inc. has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to La Casa, Inc. true and complete information on this application. No requested information has been concealed. I authorize La Casa, Inc. to contact my employers and references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

Date _____ Signature _____

THIS APPLICATION IS VALID ONLY FOR THE POSITION APPLYING FOR ABOVE.