



1190 Briarstone Dr. Suite 3
 Mason City, IA 50401-3435
 800.243.0678
 fax 641.424.2927

APPLICATION FOR EMPLOYMENT

Elderbridge is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, age, national origin or disability or any other protected class.

Please let us know if you require an accommodation to complete this application.

Date: _____

PERSONAL

Full Name: _____

Mailing Address: _____ Telephone #: _____

City, State, Zip Code: _____

Position with Elderbridge desired: _____

Name of relative(s) now employed by Elderbridge: _____

If hired, on what date will you be available to start work? _____

EDUCATIONAL BACKGROUND

SCHOOL	NAME & LOCATION OF SCHOOL	COURSE OF STUDY	# OF YEARS COMPLETED	DID YOU GRADUATE?	DEGREE OR DIPLOMA
Post Graduate					
College					
High School					
Other					

WORK RELATED REFERENCES (excluding supervisors)

NAME & OCCUPATION	ADDRESS	TELEPHONE

EMPLOYMENT HISTORY (list in order, last or present employer first)

1	Company Name	Telephone () -
	Address	Employed (list month & year) From To
	Name of Supervisor	Monthly Salary
	Job Title and Work Description	Reason for Leaving
2	Company Name	Telephone () -
	Address	Employed (list month & year) From To
	Name of Supervisor	Monthly Salary
	Job Title and Work Description	Reason for Leaving
3	Company Name	Telephone () -
	Address	Employed (list month & year) From To
	Name of Supervisor	Monthly Salary
	Job Title and Work Description	Reason for Leaving
4	Company Name	Telephone () -
	Address	Employed (list month & year) From To
	Name of Supervisor	Monthly Salary
	Job Title and Work Description	Reason for Leaving

May we contact the employers listed above? [] Y or [], if no indicate Employer Number(s) and reason:

Please **attach a résumé and a cover letter** stating why you believe you are qualified for the position for which you are applying. The information provided in this Application for Employment is true, correct, and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal.

What wage/salary would you desire? _____

If employed, are you able to document legal eligibility to work in the United States? [] Y or [] N

Have you ever been convicted of a criminal offense (felony or misdemeanor)? [] Y or [] N

If yes, please describe the crime, state nature of the crime(s), when and where convicted and disposition of the case.

(NOTE: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)

It is the policy of Elderbridge to perform pre-employment background checks. The purpose of performing these checks is to determine and/or confirm, within appropriate legal and professional limits, the qualifications and suitability of the position for which the applicant is being considered. This will help ensure the safety of the public as well as a safe working environment. Employment related decisions utilizing pre-employment background check are made in accordance with applicable law.

Signature: _____ Date: _____