

1120 Meetinghouse Road
Gwynedd, PA 19436
www.foulkeways.org



Employment Application

Please Print Clearly—Complete Both Sides

Date _____

Personal Data

First Name

Middle

Last

Address

City

State

Zip Code

Telephone

Position Desired:*

Check One:

☐ Full Time

☐ Part Time

☐ Temporary

Salary Desired:

*Food Service applicants must be at least 16 years old. Do you meet this requirement? ☐ Yes ☐ No

E-Mail: _____

Date Available To Start Work: _____ Will you be able to work overtime, if required? ☐ Yes ☐ No

Education

Name

City

State

Major Course
or Subject

Check last
yr. completed

Type of
Degree

High School

1 2 3 4

College

1 2 3 4

Other

1 2 3 4

Employment Record

Starting with present or most recent, list all previous employers. Include self-employment, summer and part-time jobs. Attach a separate sheet if necessary.

If you are now employed, may we contact your present employer? ☐ Yes ☐ No

Company Name:

Employment Period:

From _____ To _____
Mo. Yr. Mo. Yr.

Salary:

Start Finish

Number & Street:

Position & Duties:

City & State:

Zip:

Reason for Leaving:

Supervisor's Name:

Phone No.:

Company Name:

Employment Period:

From _____ To _____
Mo. Yr. Mo. Yr.

Salary:

Start Finish

Number & Street:

Position & Duties:

City & State:

Zip:

Reason for Leaving:

Supervisor's Name:

Phone No.:

Company Name:

Employment Period:

From _____ To _____
Mo. Yr. Mo. Yr.

Salary:

Start Finish

Number & Street:

Position & Duties:

City & State:

Zip:

Reason for Leaving:

Supervisor's Name:

Phone No.:

General Information

Yes No

1. Are you legally authorized to work in the United States? ☐ Yes ☐ No

If you become an employee at Foulkeways at Gwynedd, you will be required to provide documentation proving your eligibility to work in the USA.

2. Have you ever been convicted of or had a history of a violent crime? ☐ Yes ☐ No
3. Have you ever been convicted of abusing, neglecting or mistreating clients or residents? ☐ Yes ☐ No
4. Have you ever had a non-criminal finding of abuse, neglect or misappropriation of resident funds sustained against you? ☐ Yes ☐ No
5. Is there currently a non-criminal on-going investigation of abuse, neglect or misappropriation of resident property that involves you? ☐ Yes ☐ No
6. Have you ever been dismissed from employment due to abuse of clients or residents? ☐ Yes ☐ No
7. Have you ever been convicted of any felony; or a misdemeanor including but not limited to larceny, embezzlement, drawing or passing bad checks, forgery, or other similar crime involving a breach of trust or the unlawful taking or withholding of property belonging to another? ☐ Yes ☐ No

If your answer was 'yes' to Questions 2 through 7, in your own words explain all the circumstances on a separate piece of paper. A criminal conviction will not necessarily bar you from employment. We will consider the nature of the crime, the time that has elapsed since its occurrence, any rehabilitation you have undergone and other relevant facts and circumstances pertaining to your suitability for the position sought

Yes No

8. Have you completed the attached "Conditional Employment" form? ☐ Yes ☐ No
9. Have you ever applied for employment with this company? ☐ Yes ☐ No

If yes, when _____

10. Have you ever been employed by Foulkeways? ☐ Yes ☐ No

Dates of employment: From _____ To _____

11. How did you find out about this position?

☐ Newspaper Ad. ☐ Walk-In

☐ Present Employee—Name _____

☐ Other—Please explain _____

12. Are you related to anyone at Foulkeways? ☐ Yes ☐ No

If Yes, give name _____

13. Have you been excluded or prohibited, because of fraudulent actions or default on student loans, from participating in any government health care benefits program including but not limited to the Medicare and Medicaid Programs ☐ Yes ☐ No

Answer questions (11) and (12) only if driving a vehicle is a requirement of the job applied for.

14. Do you have a valid driver's license? ☐ Yes ☐ No

15. Do you own or have access to an automobile? ☐ Yes ☐ No

Health Center Applicant Information

Shift Preference 7-3 ☐ 3-11 ☐ 11-7 ☐

License/Certification Number _____ State _____

1. Has your license ever been suspended or revoked? ____ Yes ____ No If yes, please explain: _____

All Applicants

In addition to the above information, please indicate any other qualifications you feel you have for the position desired:

I affirm that the foregoing answers are true and complete and I understand that if I am employed any false statements and/or omissions herein may be considered sufficient cause for dismissal. I hereby authorize you to make such inquiries concerning the information supplied as you in your discretion deem necessary, including a criminal history check. Anyone mentioned herein is authorized to furnish you with information in connection with this application for employment.

Foulkeways at Gwynedd is an Equal Opportunity Employer and fully complies with Federal and State laws prohibiting discrimination in employment on the basis of race, color, religion, sex, pregnancy, national origin, citizenship, ancestry, age, status as a veteran or member of the U.S. Armed Forces, disability genetic information, or any other characteristic protected by law. Foulkeways at Gwynedd will endeavour to make reasonable accommodations as required by law because of an individual's disability or religion.

Signature _____ Date _____