



Fairport Baptist Homes

4646 Nine Mile Point Road · Fairport, NY 14450

APPLICATION FOR EMPLOYMENT

Fairport Baptist Homes is an equal opportunity employer and does not discriminate because of race, creed, color, national origin, religion, age, sex, disability, sexual orientation, marital status, military status, genetic predisposition or carrier status, or any other status protected by law. No questions on this application are asked for the purpose of limiting or excluding any applicant's consideration for employment. Fairport Baptist Homes hires qualified individuals regardless of disability and will reasonably accommodate an individual's disability during the application process and on the job. Such employees are encouraged to request a reasonable accommodation when necessary.

Name: _____ Date: _____
Last First MI

Address: _____ City: _____ State: _____ Zip: _____

Phone No. (Home) _____ Work: _____ Social Security No.: _____

Cell/Pager/Message No.: _____ E-mail Address: _____

Have you every worked for the Homes under a different name? Is additional information relative to change of name, use of an assumed name or nickname necessary to enable check on your work records? If yes, explain. **Yes / No** _____

Position or type of work desired: _____

Full Time Part Time Per Diem Shift Preference _____

Available to work: Weekends **Yes / No** Holidays **Yes / No**

Are you 18 years of age or older? If not, state your age _____

Have you previously applied to Fairport Baptist Homes? **Yes / No.**
When and for what postion? _____

When would you be available to start? _____

Please list any relatives/friends that work at Fairport Baptist Homes Caring Ministries.

EDUCATION

School	Name and Address of School	Circle Last Year Attended	Diploma Degree	Course of Study
Elementary		5 6 7 8		
High School		1 2 3 4		
College		1 2 3 4		
Other Special Training		1 2 3 4		
School of Nursing		1 2 3 4		

Nursing/Professional

License/Certification No. and Type: _____ Date: _____

Have you ever been found guilty of unprofessional misconduct, or negligence in any profession?

Yes / No

Are charges now pending against you for unprofessional conduct, professional misconduct, or negligence in any profession? **Yes / No**

Have you ever surrendered any license in lieu of disciplinary procedure? **Yes / No**

If **“Yes”** answered to any of the above three questions, please explain.

Are you legally entitled to work in the U. S.? **Yes / No**

Have you ever been convicted of a crime (other than traffic violation)? **Yes / No**

If yes, please explain:

Note: Prior criminal conviction is not necessarily a bar to employment.

Were you previously employed by any program of FBH Caring Ministries? **Yes / No**

If yes, please give dates: From: _____ To: _____

EMPLOYMENT EXPERIENCE

Please list all previous employers for the last 10 years, starting with your current employer. If additional space is needed, continue on a separate piece of paper.

EMPLOYER: _____ Dates: From _____ To _____
(Month/Year) (Month/Year)

Address: _____
_____ Base Rate of Pay _____ Per: _____

Phone: _____

Reason for Leaving: _____

Title: _____

Description of primary responsibilities:

EMPLOYER: _____ Dates: From _____ To _____
(Month/Year) (Month/Year)

Address: _____
_____ Base Rate of Pay _____ Per: _____

Phone: _____

Reason for Leaving: _____

Title: _____

Description of primary responsibilities:

EMPLOYER: _____ Dates: From _____ To _____
(Month/Year) (Month/Year)

Address: _____
_____ Base Rate of Pay _____ Per: _____

Phone: _____

Reason for Leaving: _____

Title: _____

Description of primary responsibilities:

EMPLOYER: _____ Dates: From _____ To _____
(Month/Year) (Month/Year)

Address: _____
_____ Base Rate of Pay _____ Per: _____

Phone: _____

Reason for Leaving: _____

Title: _____

Description of primary responsibilities:

PROFESSIONAL REFERENCES

(Please do not list friends or family members)

Name	Address/Phone	Number of Years Known	Nature of Relationship

I authorize Fairport Baptist Homes to verify the accuracy of information provided on this application and to obtain reference information on my work performance. I hereby release Fairport Baptist Homes, and any party supplying references, from any liability for an employment decision based on such information.

With regard to my current employer, Fairport Baptist Homes: may may not *(check one)*
 contact my current employer.

I, _____, hereby give my authorization for the Fairport Baptist Homes, to review
Please Print Full Name
 any/all records pertaining to my background and criminal history.

 Signature

 Date

I certify that the information contained in this application is correct to the best of my knowledge, and understand that falsification of this application in any detail is grounds for disqualification from further consideration or for dismissal from employment in accordance with Fairport Baptist Homes' policy. I agree to conform to the rules and regulations of the Homes, and understand that the Homes follows a policy of at-will employment and that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time at the option of either Fairport Baptist Homes or myself. I further understand that no personnel recruiter or interviewer or any other representative of the Homes, other than the President, Chief Operating Officer or Assistant Administrator, has any authority to change the nature of the at-will employment relationship or enter into any agreement for employment for any specified period of time. No statements or representation is binding unless made in writing by the President, Chief Operating Officer or Vice President of Human Resources & Assisted Living.

 Signature

 Date