

## The Arc of Atlantic County

6550 Delilah Road, Suite 101, Egg Harbor Twp., NJ 08234 Phone: (609) 485-0800 Human Resources Fax: (609) 646-1369 https://thearcatlantic.org

## Application for Employment

The Arc is an Equal Opportunity Employer. We consider applicants for all positions without regard to race, color, religion, sex, sexual orientation, national origin, age, marital or veteran status, the presence of a non-job related medical condition or disability, or any other legally protected status.

Date of application:		check availability below		
Position(s) applied for:	Full Time Part T	ime		
Referral source:				
☐ https://thear	rcatlantic.org 🔲 Other Inter	net site:		
☐ Newspaper ac	d 🔲 Employmer	☐ Employment agency:		
Radio ad		Referred by a friend: Referred by a relative:		
☐ Walk-in	Referred b			
ist any relatives that are currently em	nployed by The Arc of Atlantic County	and your relationship to them:		
Have you filed an application here befo	ore?	give date		
Are you employed now?   Yes  No	May we contact	your present employer? 🔲 Yes 🔲 I		
Nama .				
Name: Last	First	Middle		
Address:				
4uul <del>2</del> 33.				
Number Street	City	State Zip Code		
	·	·		
Address:	Mobile Phone (	·		
Home Phone ( )	Mobile Phone (	·		
Home Phone ( )	Mobile Phone (	)		
Home Phone ( )	Mobile Phone ( es  No  nse? (not provisional) Yes No	·		
Home Phone ( )  Email:  Are you at least 18 years of age? ☐ Ye  Do you possess a valid, NJ driver's lice	Mobile Phone (  es  No  nse? (not provisional) Yes No riving record? Yes No including high school: B. List number	Exp. Date		
Home Phone ( )	Mobile Phone (  es  No  nse? (not provisional) Yes No riving record? Yes No including high school: B. List number	Exp. Date		
Home Phone ( )	Mobile Phone (  es No  nse? (not provisional) Yes No riving record? Yes No  including high school: B. List number e/diploma/GED required.  B. NO. YEARS	Exp. Date  of years completed; C. Indicate degr		
Home Phone ( )	Mobile Phone (  es No  nse? (not provisional) Yes No riving record? Yes No  including high school: B. List number e/diploma/GED required.  B. NO. YEARS	Exp. Date  of years completed; C. Indicate degrate.  C. DEGREE SOUGHT GRADUATED:		

REFERENCES: List name and telephone number of three business/ work references that are <u>not related to you</u> and are <u>not previous supervisors</u>. If not applicable, list three school or personal references that are <u>not related to you</u>.

NAME	TELEPHONE	YEARS KNOWN
	( ) -	
	( ) -	
	( ) -	

## **EMPLOYMENT HISTORY:**

List your last four (4) employers, assignments or volunteer activities, <u>starting with the most recent</u>, including military experience. Explain any gaps in employment in comments section below.

EMPLOYER TELEP (	HONE )	Start Date:	Summarize the nature of the work performed and job responsibilities.
ADDRESS			
JOB TITLE		End Date:	
IMMEDIATE SUPERVISOR AND TITLE			
REASON FOR LEAVING			
MAY WE CONTACT FOR REFERNCES?YESN	IO LATER		
EMPLOYER TELEP (	HONE )	Start Date:	Summarize the nature of the work performed and job responsibilities.
ADDRESS			
JOB TITLE		End Date:	
IMMEDIATE SUPERVISOR AND TITLE			
REASON FOR LEAVING			
MAY WE CONTACT FOR REFERNCES?YESN	IOLATER		
EMPLOYER TELEP	HONE )	Start Date:	Summarize the nature of the work performed and job responsibilities.
ADDRESS			
JOB TITLE		End Date:	
IMMEDIATE SUPERVISOR AND TITLE			
REASON FOR LEAVING			
MAY WE CONTACT FOR REFERNCES? YES YES N	IOLATER		
EMPLOYER TELEP	HONE )	Start Date:	Summarize the nature of the work performed and job responsibilities.
ADDRESS			
JOB TITLE		End Date:	
IMMEDIATE SUPERVISOR AND TITLE			
REASON FOR LEAVING			
MAY WE CONTACT FOR REFERNCES?YESN	NO LATER		
omments (including explanation of any	gaps in emplov	ment)	ı
		,	

OTHER INFORMATION:				
Last 4 numbers of your Social Security Number:				
Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Yes No. (Proof of citizenship or immigration status is required upon employment)				
As this agency serves people with developmental and intellectual disabilities Services requires employees to submit to fingerprinting and a Child Abuse				
Have you ever been civilly or criminally liable of a crime against a person v state of NJ?	with a developmental/intellectual disability in the $\hfill \square$ Yes $\hfill \square$ No			
Have you ever pled "guilty" or "no contest" to, or been convicted of a crime (answering "yes" to this question does not constitute an automatic bar to employ offense, seriousness, and nature of the violation, rehabilitation, and position applied	nent. Factors such as date of the			
AGREEMENTS:				
This serves as notice that The Arc of Atlantic County requires results of test prior to beginning employment. Thereafter, tests will be performed at a local medical site. Under the State of NJ Department of Health regulations or illegal drug, may preclude you from employment consider termination of employment. Signing below indicates the acknowledger	ed on a random basis and will be conducted gulations, positive results for any controlled ration and/or may result in immediate			
I give the Agency the right to investigate all references and to secure additional hereby release from liability the Agency and its representatives for seeking corporations or organizations for furnishing such information. It is understood in the application will be sufficient cause for cancellation of this application service if I have been employed.	g such information and all other persons, ood and agreed that any misrepresentation by			
The Agency is an equal opportunity employer. The Agency does not discrinal application is used for the purpose of limiting or excluding any applicant's prohibited by local, state, or federal law.				
This application is current for only (60) days. At the conclusion of this time still wish to be considered for employment, it is necessary for me to fill our				
By signing below, I understand and agree that The Arc of Atlantic County of with the Agency is a guarantee of continued employment. I further understassis, and that neither I, nor the company, or its representatives have enting employment. Both The Arc and I are free to terminate my employment time, with or without cause or advanced notice. I further understand that authority to make or imply any assurances to the contrary.	stand that my employment will be on an at-will sered into a contract regarding the duration of nt with The Arc of Atlantic County at any			
Signature of Applicant:	Date:			
Print Name:				