



1321 Stine Road, Bakersfield, CA 93309
661-396-2301
661-396-2349 (fax)

05092007

Employment Application

An Equal Opportunity Employer

Please Print

Date Last Name First Name Middle

Present Address

No. & Street City State Zip

Mailing Address (if different from present address)

No. & Street City State Zip

() - () - () - _____
Business Phone Home Phone Cell Phone Email

Employment Desired

Position applying for: _____

Are you applying for:

- Regular full-time work? Yes No
- Regular part-time work?..... Yes No
- Temporary work, e.g., summer or holiday work? Yes No

What days and hours are you available for work? _____

If applying for temporary work, during what period of time will you be available?

From: _____ To: _____

Are you available for work on weekends? Yes No

Would you be available to work overtime, if necessary? Yes No

If hired, on what date can you start work? _____

Salary desired: _____

Personal Information

Have you ever applied to or worked for Kern Bridges Youth Homes, Inc. (KBYH) before? Yes No

If yes, when? _____

Do you have any friends or relatives working for KBYH ? Yes No

If yes, state name(s) and relationship:

Name Relationship

Name Relationship

Why are you applying for work at KBYH ?

If hired, would you have a reliable means of transportation to and from work? Yes No

Are you at least 21 years old? (If under 21, hire is subject to verification that you are of minimum legal age.) Yes No

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country? Yes No

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? Yes No

If no, describe the functions that cannot be performed.

(Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, and to skill and agility tests.)

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)? (Convictions for marijuana-related offenses that are more than two years old need not be listed.) Yes No

If yes, 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 nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered and may be dependent upon an exemption received from California State Licensing)

Are you currently employed? Yes No

If so, may we contact your current employer? Yes No

Education, Training, and Experience

School	Name and Address	No. of Years Completed	Did you Graduate?	Degree or Diploma
High School	Name _____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	Address _____			
	City _____ State _____ Zip _____			
College/ University	Name _____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	Address _____			
	City _____ State _____ Zip _____			
Vocational/ Business	Name _____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	Address _____			
	City _____ State _____ Zip _____			
Health Care Training	Name _____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	Address _____			
	City _____ State _____ Zip _____			

Do you have any other experience, training, qualifications, or skills that you feel make you especially suited for work at Kern Bridges Youth Homes, Inc.? Yes No

If so, please explain:

Answer the following questions if you are applying for a professional position:

Are you licensed/certified for the job applied for? Yes No

Name of license/certification: _____ Issuing state: _____

License/certification number: _____

Has your license/certification ever been revoked or suspended? Yes No

If yes, state reason(s), date of revocation or suspension, and date of reinstatement.

Employment History

List below all present and past employment starting with your most recent employer (last five years is sufficient). Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer Telephone No. () -

Type of Business Your Supervisor's Name

Address & Street City State Zip -

Dates of Employment: _____ Weekly Pay: _____
From To Starting Ending

Your Position and Duties

Reason for Leaving

May we contact this employer for a reference? Yes No

Name of Employer Telephone No. () -

Type of Business Your Supervisor's Name

Address & Street City State Zip -

Dates of Employment: _____ Weekly Pay: _____
From To Starting Ending

Your Position and Duties

Reason for Leaving

May we contact this employer for a reference? Yes No

Employment History, continued

Name of Employer _____ Telephone No. () _____ - _____

Type of Business _____ Your Supervisor's Name _____

Address & Street _____ City _____ State _____ Zip _____ - _____

Dates of Employment: From _____ To _____ Weekly Pay: Starting _____ Ending _____

Your Position and Duties _____

Reason for Leaving _____

May we contact this employer for a reference? Yes No

Name of Employer _____ Telephone No. () _____ - _____

Type of Business _____ Your Supervisor's Name _____

Address & Street _____ City _____ State _____ Zip _____ - _____

Dates of Employment: From _____ To _____ Weekly Pay: Starting _____ Ending _____

Your Position and Duties _____

Reason for Leaving _____

May we contact this employer for a reference? Yes No

Name of Employer _____ Telephone No. () _____ - _____

Type of Business _____ Your Supervisor's Name _____

Address & Street _____ City _____ State _____ Zip _____ - _____

Dates of Employment: From _____ To _____ Weekly Pay: Starting _____ Ending _____

Your Position and Duties _____

Reason for Leaving _____

May we contact this employer for a reference? Yes No

Note: Attach additional page(s) if necessary.

Military Service

Have you obtained any special skills or abilities as the result of service in the military? . Yes No

If so, describe:

References

List below three persons not related to you who have knowledge of your work performance within the last three years.

_____	_____	() _____
First Name	Last Name	Telephone No.
<hr/>		
_____	_____	_____
Address & Street	City	State Zip
<hr/>		
_____	_____	
Occupation	No. of Years Acquainted	

_____	_____	() _____
First Name	Last Name	Telephone No.
<hr/>		
_____	_____	_____
Address & Street	City	State Zip
<hr/>		
_____	_____	
Occupation	No. of Years Acquainted	

_____	_____	() _____
First Name	Last Name	Telephone No.
<hr/>		
_____	_____	_____
Address & Street	City	State Zip
<hr/>		
_____	_____	
Occupation	No. of Years Acquainted	

Please Read Carefully, Initial Each Paragraph and Sign Below

Initials I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

Initials I hereby authorize KBYH to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to KBYH any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release KBYH, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

Initials I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and KBYH. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or KBYH, and that no promises or representations contrary to the foregoing are binding on KBYH unless made in writing and signed by me and KBYH's designated representative.

Initials Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien or outstanding judgment) be conducted by internal personnel employed by Kern Bridges Youth Homes, I am entitled to copies of any such public records obtained by KBYH unless I mark the check box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.

I waive receipt of a copy of any public record described in the paragraph above.

Initials **Equal Employment Opportunity**

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at KBYH will be based on merit, qualifications, and abilities. KBYH does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

KBYH will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training.

Any employees with questions or concerns about any type of discrimination in the workplace are encouraged to bring these issues to the attention of their immediate supervisor or the Personnel Director. Employees can raise concerns and make reports without fear of reprisal. Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination of employment.

Statement of At-Will Employment

Initials

Employment at Kern Bridges Youth Homes (KBYH) is employment at-will. Employment at-will may be terminated with or without cause and with or without notice at any time by the employee or KBYH. Nothing on this application or in any document or statement shall limit the right to terminate employment at-will. No supervisor or employee of KBYH has any authority to enter into an agreement for employment for any specified period of time or to make an agreement for employment other than at-will. Only the Executive Director of KBYH has the authority to make any such agreement and then only in writing.

Date

Applicant's Signature

Print Name