



# Employment Application

100 Carolina Meadows, Chapel Hill, NC 27517

Fax: 919-932-9603

Email: jobs@carolinameadows.net

<p>Carolina Meadows conducts criminal background checks and drug testing on all employees. We consider applicants for all positions regardless of race, color, religion, creed, gender, national origin, disability, sexual orientation, veteran status or any other legally protected status.</p>							
Position(s) Applied For:				Salary Desired:		Date of Application:	
First Name		Last Name		Middle Name		Other Name(s) Used	
Street Address			City		State	Zip Code	
Telephone Number(s) Hm( )                      Cell( )                      Wk( )				Social Security Number -                      -			
<p>Are you available to work:    Full-time    Part-time    Either Full-time or Part-time    PRN/As Needed</p>							
Circle days available	Sun	Mon	Tue	Wed	Thu	Fri	Sat
List hours available	From To	From To	From To	From To	From To	From To	From To
<p>Has your professional licensure/certification ever been suspended or revoked?    Yes    No Have you <u>ever</u> been convicted of, plead no contest to, or entered into a plea agreement for <u>any</u> crime (including misdemeanors) other than a minor traffic infraction?    Yes    No (Answering Yes may not disqualify you from employment. However, failure to accurately disclose all information will result in disqualification from employment or termination of employment, if hired. Criminal background checks are conducted on all new employees and are a condition of employment.) If Yes to either of the above questions, please explain and include date(s):</p>							
<p><b>How did you hear of this position? Check the source and fill in name as applicable.</b>          Durham Herald    Burlington Times News    Chapel Hill News    Raleigh News &amp; Observer    CM Website          Other Publication/Website _____    Job Fair at _____          Carolina Meadows Employee _____    Other _____</p>							

For Carolina Meadows Use Only		
Date of 1 <sup>st</sup> Interview	Interviewed By	Comment
Date of 2 <sup>nd</sup> Interview	Interviewed By	Comment
Date Offered	Salary Offered	Position Offered
Pre-employment Testing Date	Start Date	Hours/Days Offered
Additional Comments/Info:		

<b>References - Not Related to You</b>		
<i>Name</i>	<i>How do you know them?</i>	<i>Phone Number(s)</i>

**Please Read Carefully**

In making application for employment with Carolina Meadows (the “Company”), I understand and acknowledge the following:

1. The information given by me on this application is true in all respects, and I have not failed to disclose information that the Company could reasonably consider relevant to its hiring decision. I understand that I may be refused employment, or if employed, terminated, if I give false or misleading information on my application or during the interview process.
2. I expressly authorize and request, without reservation, the Company, its representatives, employees and agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions, and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have against the Company, its agents, employees or representatives, for seeking, gathering and using such information in the hiring and employment process, and all other persons, corporations or organizations for furnishing such information about me. I also release the Company and such other persons or entities from any and all liability regarding same.
3. It is the policy of the Company to afford equal opportunity to all employees and applicants for employment without regard to sex, race, color, age, disability, veteran status, national origin, sexual orientation or any other characteristic protected by Federal or State law.
4. I acknowledge that my application will be given proper consideration given business needs by the Company and my qualifications as stated on the application, but its receipt does not imply that I will be further contacted, offered employment or be employed by the Company.
5. If I am hired, I am free to resign at any time, for any reason or no reason, and with or without prior notice. The Company reserves the same right to terminate my employment at any time, for any reason or no reason, and with or without prior notice. This application does not constitute an agreement or contract of employment for any specified period of time.
6. Should I become employed with the Company, I acknowledge that I will be required to follow its policies, rules and regulations, and any modifications or amendments to them.
7. If I am hired, I will be required to provide proof of identity and legal authority to work in the United States and to otherwise complete an I-9 form in accordance with Federal immigration laws.

I acknowledge that I have read and fully understand the foregoing, and have had the opportunity to ask questions, which, if asked, were satisfactorily answered.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

SSN: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

**Employment History**

*List last three employers. Information must be completed even if a resume is submitted. Explain any gaps in employment and list additional employers you have had in the last five years in the **Comments and Additional Information** section on the last page of the application.*

<b>Current or Most Recent Employer</b>			
Employer	Dates Employed		Work Performed
	From Month/Year	To Month/Year	
Address			
Telephone Number(s)	Hourly Rate/Salary		May we contact current employer before job offer? Yes    No
	Starting	Ending	
Supervisor			Are you eligible for rehire? Yes    No    N/A If No explain:
Job Title			
Reason for Leaving			
<b>Previous Employer 2</b>			
Employer	Dates Employed		Work Performed
	From Month/Year	To Month/Year	
Address			
Telephone Number(s)	Hourly Rate/Salary		
	Starting	Ending	
Supervisor			Are you eligible for rehire? Yes    No If No explain:
Job Title			
Reason for Leaving			
<b>Previous Employer 3</b>			
Employer	Dates Employed		Work Performed
	From Month/Year	To Month/Year	
Address			
Telephone Number(s)	Hourly Rate/Salary		
	Starting	Ending	
Supervisor			Are you eligible for rehire? Yes    No If No explain:
Job Title			
Reason for Leaving			
<p align="center"><i>Explain any gaps in employment and list additional employers you have had in the last five years in the <b>Comments and Additional Information</b> section on the last page of the application</i></p>			

