



**Application for Employment**

<p>Thank you for considering Friends Counseling Center, Inc (FCC) in your job search. To make the best match between your skills and experience with our current needs and requirements, we need a clear and accurate understanding of your background. Please print/type completing all sections of this application and provide full information. If a request for information is not applicable, write "N/A" (not applicable).</p> <p>Please note that all applicants who receive an offer of employment may be required to submit to criminal background checks.</p>	
Name (Last, First, MI):	
Social Security Number:	DOB:
Address: State:	City: Zip Code:
Phone Number:	Email address:
Other names under which you have worked or attended school:	
Are you eligible to work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you ever worked for FCC? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when/what position?	
Are any members of your family or household currently employed by FCC? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list:	
<p>With the except for minor violations of traffic laws resulting in fines and arrests or convictions that have been expunged by a court, have you been arrested, entered into a diversion agreement, been convicted of, pled guilty to, or pled nolo contendere to any offense, misdemeanor, or felony in any state? Have you ever been convicted of a crime that has not been expunged from your record?</p> <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:	
Date available for employment:	
Days/Hours Available:	



Describe your Career Goals/Plans:
Undergrad (Diploma or Degree Received):
Grad (Diploma or Degree Received):
Special training, certifications, and licenses:
<p>Have any of your license or certificate that you hold had any disciplinary or are formal charges pressed against you? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please explain:</p>
<p>Have you been denied a license, certificate, registration, or permit in any state? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please explain:</p>
<p>Have you had a malpractice judgment against you or settled a malpractice action? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please explain:</p>
<p><b>Employment Data</b></p> <p>Are you currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, may we contact your current employer? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>1. Employer (present or most current): _____ Phone (including area code): _____</p> <hr/> <p>Address: _____ City: _____ State: _____ Zip Code: _____</p> <hr/> <p>Job Title: _____ Dates Employed (mm/yr to mm/yr): _____</p> <hr/> <p>Job Duties:</p>



2. Employer (present or most current):	Phone (including area code):		
<hr/>			
Address:	City:	State:	Zip Code:
<hr/>			
Job Title:	Dates Employed (mm/yr to mm/yr):		
<hr/>			
Job Duties:			
<hr/>			
<b>References: List two references whom we may contact at this time:</b>			
Name:			
Daytime Phone:			
E-mail Address:			
Relationship:			
<hr/>			
Name:			
Daytime Phone:			
E-mail Address:			
Relationship:			
<hr/>			
Briefly describe your personal relationship with Christ:			
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<p>Are you able to acknowledge that you have Christian faith and that if offered a position with FCC you could align with FCC's Mission, Values, Statement of Faith and Code of Conduct? (a copy of each will be provided for your review)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>			



### CERTIFICATION

I certify that the information provided on this application is truthful and accurate. I understand that providing false or misleading information will be the basis for rejection of my application, or if employment commences immediate termination.

I authorize FCC to contact former employers and educational organizations regarding my employment and education. I authorize my former employers and educational organizations to fully and freely communicate information regarding my previous employment, attendance, and grades. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment and education.

If an employment relationship is created, I understand that unless I am offered specific written terms of employment signed on behalf of the organization by its Executive Director or designee, the employment relationship will be "at will." In other words, the relationship will be entirely voluntary, and either I or my employer will be able to terminate the employment relationship at any time and without cause. With appropriate notice, I will have the complete discretion to end the employment relationship when I choose and for reasons of my choice. Similarly, my employer will have the right. Moreover, no agent, representative, or employee of FCC, except in a specific written contract of employment signed on behalf of the organization by its Executive Director or designee, has the power to alter or vary the voluntary nature of the employment relationship.

I HAVE CAREFULLY READ THE ABOVE CERTIFICATION AND I UNDERSTAND AND AGREE TO ITS TERMS.

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Signature of Applicant

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Date