

Application for Employment

Buckeye Community Services, P.O. Box 604, 220 Morton Street, Jackson, Ohio 45640
(740) 286-5039

Position(s) applied for _____ Date of Application _____

Name _____

Email Address _____ Social Security No. (last 4) _____

Address/Street _____

City/State/Zip _____ Phone Number (include area code) _____

Have you filed an application with us before? _____ No _____ Yes Date _____

Have you ever been employed by us before? _____ No _____ Yes Date _____

Are you available to work: _____ Full time _____ Part time

Are you on lay-off from another employer and subject to recall? _____ No _____ Yes

Can you use an agency vehicle for agency business? _____ Yes _____ No

Use of an agency vehicle requires three (3) years of licensed driving experience, a current driver's license and a clean driving record as verified by the Bureau of Motor Vehicles.

Can you use your personal vehicle for agency business? _____ Yes _____ No

Use of your personal vehicle for agency business requires an annual inspection by the State Bureau of Motor Vehicles and a minimum of \$100,000/300,000 of liability automobile insurance.

Are you willing to drive in congested metropolitan areas (Columbus, Cleveland, etc.) if necessary?

_____ Yes _____ No

Do any of your friends or relatives work for B.C.S. If yes, give names:

Do you have a High School Diploma or GED? _____ Yes _____ No

If yes, please list school name and address _____

Describe any post-high school education, degrees earned, classes taken, etc.

Have you been convicted of a felony within the last seven (7) years? _____ Yes _____ No

If yes, please explain: _____

Employment Experience: List each job held. Start with your current or most recent job:

| | |
|--------------------------|----------------------|
| Employer _____ | Dates Employed _____ |
| Address _____ | Beginning Wage _____ |
| Job Title _____ | Final Wage _____ |
| Supervisor _____ | Work Performed _____ |
| Reason for Leaving _____ | _____ |

| | |
|--------------------------|----------------------|
| Employer _____ | Dates Employed _____ |
| Address _____ | Beginning Wage _____ |
| Job Title _____ | Final Wage _____ |
| Supervisor _____ | Work Performed _____ |
| Reason for Leaving _____ | _____ |

| | |
|--------------------------|----------------------|
| Employer _____ | Dates Employed _____ |
| Address _____ | Beginning Wage _____ |
| Job Title _____ | Final Wage _____ |
| Supervisor _____ | Work Performed _____ |
| Reason for Leaving _____ | _____ |

If you need additional space, please continue on a separate sheet of paper.

Buckeye Community Services is an equal opportunity employer.

Qualified applicants are considered for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, sexual orientation, citizenship status, genetic information or any other legally protected status.

Agreement

I certify that the information given in this application is true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application as may be necessary in arriving at an employment decision. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that if I am hired, I am required to abide by all regulations and policies of Buckeye Community Services.

Signature of Applicant

Date