

Humane HomeCare Agency, LLC
 3235 Kensington Avenue, Philadelphia, PA 19134
 Telephone: (215) 203-1955

Application for Employment

We are an equal opportunity employer who provides equal access to programs, services, and employment to all persons. All qualified applicants will receive equal consideration for employment without regard to race, color, national origin, religion, sex, marital status, sexual orientation, age, physical or mental disability, or covered veteran status. Those applicants requiring reasonable accommodation to the application and/or interview process should notify Humane HomeCare Agency.

Personal Information								
Last Name			First			M.I.	Date:	
Street Address					Apartment/Unit #			
City				State		ZIP		
Phone			E-mail Address					
Date Available		Social Security No.						
Position Specific Information								
Position Applied For: _____								
<input type="checkbox"/> CNA Registration # _____			<input type="checkbox"/> Home Health Aide		<input type="checkbox"/> Personal Care Assistant		<input type="checkbox"/> Companion	
<input type="checkbox"/> Other: _____								
Has your license ever been suspended or revoked? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, explain								
<input type="checkbox"/> Part Time		<input type="checkbox"/> Full Time		<input type="checkbox"/> Live-In		12-Hour Shifts: <input type="checkbox"/> AM	<input type="checkbox"/> PM	
Time Availability: (check all times you are available for work; times noted are approximate)								
Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
8 am to 12								
12 pm to 4								
4 pm to 8								
8 pm to 12								
12 am to 4								
4 am to 8								
Are you a citizen of the United States?			<input type="checkbox"/> YES <input type="checkbox"/> NO		If no, are you authorized to work in the U.S.?			<input type="checkbox"/> YES <input type="checkbox"/> NO
Have you ever worked for this company?			<input type="checkbox"/> YES <input type="checkbox"/> NO		If so, when?			
Have you ever been convicted of a felony or misdemeanor?			<input type="checkbox"/> YES <input type="checkbox"/> NO		If yes, detail			
Languages Spoken		<input type="checkbox"/> Spanish		<input type="checkbox"/> French		<input type="checkbox"/> Russian	<input type="checkbox"/> Vietnamese	<input type="checkbox"/> Korean
Other _____								

Education			
High School		Address	
From	To	Did you graduate? <input type="checkbox"/> YES <input type="checkbox"/> NO	Degree
College		Address	
From	To	Did you graduate? <input type="checkbox"/> YES <input type="checkbox"/> NO	Degree
Other	Address		
From	To	Did you graduate? <input type="checkbox"/> YES <input type="checkbox"/> NO	Degree

Please List Three Professional References:	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

Previous Employment		
Company	Phone ()	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO		
Company	Phone ()	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO		

Previous Employment, Continued

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO			

Military Service

Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, explain		

Employment Application Disclosure and Authority to Release Information

PLEASE READ THIS STATEMENT CAREFULLY BEFORE SIGNING.

I understand that in processing my application with Humane HomeCare Agency a background check will be conducted. Information may include, but is not limited to: employment history, education, criminal records, national sex offender check, child abuse clearance, motor vehicle records, personal references and any data provided on this application or during the interview process.

If currently employed: My current employer may be contacted YES NO

I authorize the appropriate individuals, companies, institutions or agencies to release information, and I release them from any liability as a result of such inquiries or disclosures.

I have read, understand, and by my signature, consent to these statements. I hereby certify that all the statements and answers set forth on the application form, my resume and interview are true and complete to the best of my knowledge. If this application leads to employment, I understand that if any statements and/or answers are found false or the information has been omitted, such false statements or omissions may be cause for rejection of my application or termination of my employment.

Legal Last Name: _____ Legal First Name: _____

Legal Middle Name _____

Street Address: _____

City: _____ State: _____

Zip Code: _____

Please list any additional addresses where you have lived, worked, and attended schools during the past 7 yrs.

Street: _____

City: _____ State: _____

Street: _____

City: _____ State: _____

Street: _____

City: _____ State: _____

Street: _____

City: _____ State: _____

Street: _____

City: _____ State: _____

Street: _____

City: _____ State: _____

Other Name(s) Used and Date(s)
Changed: _____

Driver's License Number: _____ State Issued: _____ Expiration Date: _____

Social Security Number: _____ Date of Birth: _____

I authorize a photocopy of this release to be accepted with the same authority as the original, and if employed by Humane HomeCare Agency, this release will remain in effect throughout such employment.

Signature: _____ Date: _____

PLEASE RETURN APPLICATION TO:
Humane HomeCare Agency
3235 Kensington Avenue • Philadelphia, PA 19134