



**RSI**  
Rehab Services, Inc.

Empowering Neighbors. Strengthening Communities.

- Please consider for:
- RSI Office
  - Brooklyn Flats
  - Recovery House
  - ReStore
  - Children's Home

### APPLICATION FOR EMPLOYMENT

**PLEASE PRINT CLEARLY.**

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
STREET CITY STATE ZIP

PHONE: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (OTHER) \_\_\_\_\_

LAST SCHOOL ATTENDED: \_\_\_\_\_ CITY/STATE: \_\_\_\_\_

HIGHEST GRADE COMPLETED: \_\_\_\_\_ NAME OF LAST SCHOOL: \_\_\_\_\_

CITY/STATE: \_\_\_\_\_ DEGREE: \_\_\_\_\_

CERTIFICATIONS/LICENSES, ETC.: \_\_\_\_\_

POSITION DESIRED: \_\_\_\_\_

DATE AVAILABLE: \_\_\_\_\_ MINIMUM SALARY: \_\_\_\_\_

REFERRED BY: EMPLOYEE  NEWS AD  FRIEND  WALK-IN AGENCY: \_\_\_\_\_  
 OTHER: \_\_\_\_\_

AGE:	OVER 18	UNDER 18
ARE YOU ELIGIBLE TO WORK IN THE U.S.?	YES	NO
ARE YOU A VETERAN OF THE U.S. MILITARY?	YES	NO
DO YOU POSSESS A VALID DRIVER'S LICENSE?	YES	NO
HAVE YOU BEEN CONVICTED OF A FELONY WITHIN THE PAST SEVEN YEARS?	YES	NO

IF YES, PLEASE EXPLAIN: \_\_\_\_\_

ARE YOU SEEKING?	FULL TIME	PART TIME
ARE YOU ABLE TO WORK WEEKENDS & HOLIDAYS?	YES	NO
ARE YOU WILLING TO WORK?	DAY EVENING NIGHT	ROTATING

HOURS AVAILABLE	SUN	MON	TUE	WED	THUR	FRI	SAT
FROM							
TO							

WHY DO YOU WANT TO WORK FOR RSI? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**REFERENCES**

**PLEASE PROVIDE 3 PROFESSIONAL REFERENCES THAT COULD VERIFY YOUR WORK ETHICS**

<b>NAME</b>	<b>PHONE</b>	<b>ADDRESS</b>	<b>BUSINESS</b>	<b>YEARS KNOWN</b>
-------------	--------------	----------------	-----------------	--------------------

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

**EMPLOYMENT HISTORY (MOST RECENT FIRST, RESUME MAY SUBSTITUTE IF DESIRED)**

**1. CURRENT OR MOST RECENT EMPLOYER**

EMPLOYER: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ JOB TITLE: \_\_\_\_\_ SUPERVISOR: \_\_\_\_\_

DATES OF EMPLOYMENT: FROM: \_\_\_\_\_ TO: \_\_\_\_\_ WAGE: START: \_\_\_\_\_ FINAL: \_\_\_\_\_

MAY WE CONTACT? YES NO REASON FOR LEAVING: \_\_\_\_\_

DESCRIBE DUTIES: \_\_\_\_\_

**2. NEXT MOST RECENT EMPLOYER**

EMPLOYER: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ JOB TITLE: \_\_\_\_\_ SUPERVISOR: \_\_\_\_\_

DATES OF EMPLOYMENT: FROM: \_\_\_\_\_ TO: \_\_\_\_\_ WAGE: START: \_\_\_\_\_ FINAL: \_\_\_\_\_

MAY WE CONTACT? YES NO REASON FOR LEAVING: \_\_\_\_\_

DESCRIBE DUTIES: \_\_\_\_\_

**WERE YOU EMPLOYED BY ANY OF THESE UNDER A DIFFERENT NAME? YES NO**  
**IF YES, PLEASE INDICATE:** \_\_\_\_\_

**PLEASE EXPLAIN ANY GAPS IN YOUR LAST 5 YEARS OF EMPLOYMENT OF MORE THAN 3 MONTHS:** \_\_\_\_\_

**AGREEMENT & SIGNATURE**

*My signature below certifies that I have completed this application honestly and all information is true and correct. I understand that it is RSI's right to check references and former employers to inquire about my work history and work ethics. I authorize all references, former employers, credit agencies, educational institutions, law enforcement agencies, city, county, state and federal courts as well as military services to release information about my background. I understand that an inquiry into my background will be made before any employment offer is made. Any misrepresentation or omission of any facts in my application, resume, or other materials can be justification for refusal of employment, or if employed, termination. I also understand that if an offer of employment is made, I am willing to submit to a criminal background check. I also understand my employment and compensation can be determined with or without cause or notice, at any time, at the option of either the company or myself. Finally, I understand this application is not an offer of employment.*

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_