

**DOVE POINTE, INC.
AND
DOVE POINTE RESIDENTIAL
SERVICES, INC.**

Employment Application

**Must have a valid driver's license with 4 or less points.
Must successfully pass a background check and drug screen.
Must be able to successfully pass a health assessment.**

EMPLOYMENT HISTORY

List the name of your previous employers in chronological order, for **at least the last 5 years**, with present or last employer listed first, including any period of unemployment.

Most recent or current Employer:	
Address:	
City/ST/Zip:	
Phone #:	
Fax #:	
Start Date:	End Date:
Hourly Rate:	Supervisor:
Job Title:	
Reason for leaving:	

Most recent or current Employer:	
Address:	
City/ST/Zip:	
Phone #:	
Fax #:	
Start Date:	End Date:
Hourly Rate:	Supervisor:
Job Title:	
Reason for leaving:	

Most recent or current Employer:	
Address:	
City/ST/Zip:	
Phone #:	
Fax #:	
Start Date:	End Date:
Hourly Rate:	Supervisor:
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Address:	
City/ST/Zip:	
Phone #:	
Fax #:	
Start Date:	End Date:
Hourly Rate:	Supervisor:
Job Title:	
Reason for leaving:	

READ THE FOLLOWING CONDITIONS CAREFULLY AND SIGN TO INDICATE YOUR AGREEMENT

I understand I must do:

I hereby agree that at my personal expense, I will undergo a physical examination, prior to hire, to determine whether I am physically qualified to perform my assigned job. I authorize the physician to disclose, to the organization, results of such examination. I understand that all physical examinations may include drug and/or alcohol testing, and that successful completion of these examinations will be a condition of employment or continued employment. I hereby certify that I do not have any health, emotional or psychological impairment that would impair me from protecting the health, welfare and safety of the persons being served.

I hereby agree that at my personal expense, I will obtain a driver's record on an annual basis, or as requested. I also authorize Dove Pointe to obtain and review my driving record at any time.

I understand if hired, I am required to complete and maintain certain trainings, within 90 days of hire. The trainings listed are position specific and are not limited to such: Residential Staff – New Employee Training, CPR, First Aid, BPS and Medication Training. Day Staff & Children's Program Staff - New Employee Training, CPR, First Aid, and BPS.

I understand that:

I hereby certify that the information on this application was completed by me and that all entries and information are true and complete to the best of my knowledge. I understand that any false answer, statements or misrepresentations by omission, made by me on the application or any related document, will be sufficient for rejection of my application or for my immediate discharge should such falsification or misrepresentations be discovered at anytime after I am employed. I understand that this application will be considered only for the specified position for which I am applying and will be considered to be active for 30 days. Dove Pointe will accept only an original application, not a duplication.

I hereby acknowledge and understand that, if hired, I will be employed as an *at will* employee. "At will" means that I am free to resign at anytime, with or without cause, or advance notice. Likewise, "at will" means that Dove Pointe may terminate my employment at anytime, with or without cause or advance notice, as long as it does not violate any applicable state or federal law. This application does not constitute an express or implied contract.

Dove Pointe does not unlawfully discriminate in its' employment procedures. Dove Pointe does not ask questions on this application or during an interview that would be prohibited by federal or state laws. Employment will be considered without regard to race, color, citizenship status, national origin, ancestry, gender, sexual orientation, age, religion, creed, physical or mental disability, marital status or veteran status. A qualified applicant will not be turned down for the basis of a disability if reasonable accommodations can be made in accordance to the ADA.

Reference Release – Dove Pointe is authorized to request references from all persons and former employers listed in the application. I release all persons and former employers from liability regarding my possible employment status. I authorize Dove Pointe to release copies of any part of the application packet to necessary administration, agencies and their representatives. I understand this will include a criminal background check.

Under Maryland law, an employer may not required or demand, as a condition of employment, prospective employment or continued employment, that an individual submit to or take a lie detector or similar test. An employer who violates this law is guilty of a misdemeanor and subject to a fine not exceeding \$100.

Signature of Applicant _____

Date _____