

**APPLICATION FOR EMPLOYMENT
PLEASE PRINT**

Date of Application: _____ Position Applying For: _____

Will you accept another position? ___ Yes ___ No If so, what? _____

Are you available to work: Weekends ___ Yes ___ No / Holidays ___ Yes ___ No / Rotating Shifts ___ Yes ___ No

Name: _____
(Last) (First) (Middle)

Address: _____
(Street number / P.O. Box) (City) (State) (Zip Code)

Telephone () _____ Social Security Number _____/_____/_____

Are you at least 18 years of age? ___ Yes ___ No

Are you at least 16 years of age? ___ Yes ___ No (If less than age 16, can you furnish a work permit?) ___ Yes ___ No

Have you ever been employed here before? ___ No ___ Yes If yes, give date: _____

On what date would you be available for work? _____ Full Time ___ Part Time ___ Expected salary: _____

Are you employed now? ___ Yes ___ No Are you on a lay-off and subject to recall? ___ Yes ___ No

Have you ever been the subject of an investigation into abuse of neglect of a child or an adult? ___ Yes ___ No

If so, what was the outcome of the investigation? _____

Have you ever been convicted of a criminal offense other than a traffic violation? ___ Yes ___ No

If yes, what was the date and nature of the conviction? _____

EDUCATION

| School Name | Elementary | | | | | High School | | | | College / University | | | | Graduate / Professional | | | |
|--------------------------|------------|---|---|---|---|-------------|----|----|----|----------------------|---|---|---|-------------------------|---|---|---|
| | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| Years Completed (Circle) | | | | | | | | | | | | | | | | | |
| Diploma / Degree | | | | | | | | | | | | | | | | | |
| Describe Course of study | | | | | | | | | | | | | | | | | |

Educational Honors; Extra Curricular Activities; Professional Societies of other information (if unrelated to ethnic or religious groups or organizations): _____

Special skills and qualifications, including those acquired from employment or other experience: _____

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include military service assignments and / or volunteer activities. Account for periods of unemployment. Exclude organization names which indicate, for example, race, color, religion, sex, national origin or disability.

| | | | | |
|--------------------|----------------------|----------------|-------|----------------|
| Employer | Telephone () | Dates Employed | | Work Performed |
| | | From | To | |
| Address | | | | |
| Job Title | Hourly Rate / Salary | | | |
| | | Starting | Final | |
| Supervisor | | | | |
| Reason for Leaving | | | | Work Performed |
| Employer | Telephone () | Dates Employed | | |
| | | From | To | |
| Address | | | | |
| Job Title | Hourly Rate / Salary | | | |
| | | Starting | Final | |
| Supervisor | | | | |
| Reason for Leaving | | | | |

If you need additional space, please continue on a separate sheet of paper. Include any additional information you feel may be helpful to us in considering your application.

State of Iowa
NON-LAW ENFORCEMENT RECORD CHECK REQUEST
FORM A

ACCOUNT NUMBER 7461-C

**TO: Iowa Division of Criminal
Investigation
Bureau of Identification, 1st Floor
215 E 7th Street
Des Moines, Iowa 50319
(515) 281-4776
(515) 725-6080 (fax)**

**FROM: Maple Heights Nursing Home
2 Sunrise Ave
Mapleton, IA 51034
Phone # 712-881-1680
Fax # 712-881-1807**

I am requesting an **IOWA CRIMINAL HISTORY** check on:

(Type or Print Legibly)

REQUEST

Last Name
(mandatory)

First Name
(mandatory)

Middle Name
(recommended)

Date of Birth
(mandatory)

Sex
(mandatory)

Social Security Number
(recommended)

Signature of Requester

There is a separate Form "A" required for each last name submitted

(DCI Use Only)

RESULTS

As of _____, a name and date of birth check revealed:

CCH record attached

No CCH record found

DCI initials _____

WAIVER

I hereby give permission for the above requesting official to conduct an Iowa criminal history record check with the Division of Criminal Investigation. Any information maintained by the DCI may be released as allowed by law.

Signature

Date