



248-437-6550

**ABBHEY PARK AT MILL RIVER, L.L.C.
APPLICATION FOR EMPLOYMENT**

The following information is requested in order to help us make the best possible placement within Abbey Park. All portions of this application pertaining to you must be completed. We appreciate the time you spend in filling in this application form. Abbey Park at Mill River, L.L.C., in accordance with State and Federal laws, does not discriminate on the basis of age, race, religion, color, sex, national origin, marital status, physical or mental disability or arrest record.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

PERSONAL INFORMATION (Please Print)

Date _____ Email Address: _____

Name _____ Phone () _____
 Last First Middle Initial

Present Address _____
 Street City State Zip

Permanent Address _____
 Street City State Zip

Have you attained the age of 18? Yes No Are you legally entitled to work in the United States? Yes No

If related to anyone in our employ, state name _____

How were you referred to Abbey Park? _____

EMPLOYMENT DESIRED

Position _____ Full Time _____ Temporary _____ Part Time _____

Date you can start _____ Wage/Salary Desired _____ Are you on a layoff and subject to recall? Yes No

Can you work overtime? Yes No Do you agree to work any hours to which you are assigned? Yes No

Will you work nights, Saturdays, Sundays, or holidays when assigned? Yes No

Please indicate specific hours you are available to work on the following days:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

What method of transportation will you use to get to work? _____

Have you previously completed an application and/or been interviewed or employed by Abbey Park? Yes No

FORMER EMPLOYERS (List Last Four Employers Below Starting With Your Present or Last Job)

Date, Month and Year	Name and Address of Employer	Telephone Number	Rate Per Hour/Weekly	Position	Supervisor's Name	Reason for Leaving
From/To						
From/To						
From/To						
From/To						

Please explain any gaps in your employment history.

EDUCATION

Education	Name and Location of School	Years Attended	Degree	Subjects Studied/Major
Highest level completed				
Trade Business, Correspondence School				

REFERENCES

Give the names of two persons not related to you, whom you have known at least one year.

Name	Address	Phone	Years Acquainted
1. _____	_____	(____) _____	_____
2. _____	_____	(____) _____	_____

GENERAL ALL APPLICANTS PLEASE COMPLETE

- Have you ever been fired or asked to resign? Yes No If yes, please explain when, where and why.

- Did you receive any discipline in the last 12 months of active employment? Yes No If yes, please explain.

- Have you ever been bonded? Yes No If yes, on what jobs? _____

- Have you ever lost your driver's license? Yes No If yes, please explain. _____

- Have you ever been convicted of a crime? Yes No If yes, please explain. _____
_____ (Criminal conviction is not an absolute bar to employment)

6. Veteran of U.S. Military Service? Yes No Branch _____
 Dates of Service From: _____ To: _____ Presently serving in National Guard or Reserve? Yes No
7. Are there any felony charges pending against you? Yes No If yes, please explain. _____

8. Can you perform the job for which you are applying with or without accommodation? Yes No
 Please describe the accommodation you believe is needed, if any. _____

9. Do you currently use illegal drugs? Yes No If yes, what kind? _____
10. Are you at this moment under the influence of any illegal drugs? Yes No

IN CASE OF EMERGENCY, NOTIFY:

Name _____ Phone (____) _____

Address _____
 Street City State Zip

PLEASE READ BEFORE SIGNING

I certify that the information contained in this application is true, complete and correct and understand and agree that any falsification, misleading statement or omission of fact of this information in any respect may result in disqualification from further consideration for employment or dismissal in accordance with the policies of Abbey Park. I authorize any entity or person listed above to give you any and all information and records concerning my previous employment and any pertinent information they may have, personal or otherwise and release all parties as to my character, reputation and ability and release those supplying any such information from all liability.

In processing this employment application, Abbey Park may request a police and/or credit report about you. You have the right to request Abbey Park to completely and accurately disclose to you the content of those reports. Such a request must be made in writing to Abbey Park within a reasonable time after you have submitted this application.

I recognize and agree that if I am employed I will conform to the policies, rules and regulations of Abbey Park. I also understand and agree that my employment and compensation may be terminated at any time for any reason, with or without notice and with or without cause at the option of either Abbey Park or myself and that I am an employee at will. I further understand that, if employed, my salary, benefits, conditions of employment and the rules and regulations to which I am subject may be changed by Abbey Park at any time.

I understand that Abbey Park reserves the right to require that an offer of employment is conditioned upon the results of a medical examination, including but not limited to, any drug screening tests and completion by myself of a health evaluation form. If offered employment, I understand and agree that if I am a qualified individual with a disability or a handicap in need of reasonable accommodation for employment, I must notify Abbey Park in writing within 182 days after the need to accommodate is known. Furthermore, if offered employment I agree to be bound by the policies and procedures of Abbey Park, including the Abbey Park Employee Handbook and Abbey Park Alcohol and Drug Policy as may be amended.

I further recognize that nothing in any documents published by Abbey Park shall in any way modify the above conditions and that these conditions cannot be modified in any way by any oral or written representatives made by anyone employed by Abbey Park, except by a written agreement signed by an officer of the corporation and by me.

DATE _____ SIGNATURE _____