



Today's Date: _____

Rev. 3/09

Employment Application

Atlas Rehab and Wellness, (the "Company") is an equal opportunity/affirmative action employer. All qualified applicants will be considered without regard to age, race, color, sex, religion, nation origin, marital status, ancestry, citizenship, veteran status, sexual orientation or preference, or physical or mental disability.

PERSONAL			
Last Name	First	Initial	Social Security #
Street Address			Home Telephone # ()
City	State	Zip	Business Telephone # ()
Email address			Cell Telephone # ()
Position Applied For	Referred By	Hourly Rate Desired	
EDUCATION			
Circle Highest Grade Completed:	High School	9	10
	College, Trade or Business	1	2
	Graduate Studies	3	4
School	Name of School City and State	Major Areas of Study	Degree, Diploma License/Certificate
College/University			
Vocational, Business, Other			
List Any Professional Designations			
EMPLOYMENT HISTORY			
List all employments for the past 10 years, starting with the most recent position. All information must be completed. You may attach a resume, but not in place of completing the required information.			
Employed From / /	Employer Name	Supervisor Name	Starting Salary
Employed Until / /	Employer Address	Supervisor Phone #	Ending Salary
Job Title	Reason for Leaving		
Duties & Responsibilities			
Employed From / /	Employer Name	Supervisor Name	Starting Salary
Employed Until / /	Employer Address	Supervisor Phone #	Ending Salary
Job Title	Reason for Leaving		
Duties & Responsibilities			

REFERENCES (List two business associated references)		
Name	Phone	Email Address
Business Relationship	Years Acquainted	
Name	Phone	Email Address
Business Relationship	Years Acquainted	
GENERAL		

Yes No

- If hired, will you be able to work rotating weekend and holiday coverage and overtime in accordance with Atlas Rehab and Wellness policy?
- Can you perform the essential functions of the position for which you are applying, with or without reasonable accommodation? If no, please explain. (If you have any question as to what functions are applicable to the position for which you are applying, please ask the interviewer before you answer the question.)
- _____
- Have you ever been convicted of a crime, excluding misdemeanors and summary offenses, which has not been annulled, expunged or sealed by court? (A "yes" response does not automatically disqualify your application.) If yes, please explain.
- _____
- _____

CERTIFICATION & AUTHORIZATION

The above information is true and correct. I understand that, in the event of my employment by the Company, I shall be subject to dismissal if any information that I have given in this application is false or misleading or if I have failed to give any information herein requested, regardless of the time elapsed after discovery. I authorize the Company to inquire into my educational, professional and past employment history references as needed to research my qualifications for this position. I hereby give my consent to any former employer to provide employment-related information about me to the Company and will hold the Company and my former employer harmless from any claim made on the basis that such information about me was provided or that any employment decision was made on the basis of such information. I understand that nothing in this employment application, the granting of an interview or my subsequent employment with the Company is intended to create an employment contract between myself and the Company under which my employment could be terminated only for cause. On the contrary, I understand and agree that, if hired, my employment will be terminable at will and may be terminated by the Company or me at any time and for any reason. I understand that no person has any authority to enter into any agreement contrary to the foregoing. If employed, I will be required to provide original documents, which verify my identity and right to work in the United States under the Immigration Reform and Control Act (IRCA) of 1986. The document(s) provided will be used for completion of Form I-9.

Resignation Without Notice Policy

While we hope both you and Atlas Rehab and Wellness will mutually benefit from continued employment, we realize it may become necessary for you to leave your job with Atlas. If you anticipate having to resign your position, you are expected to submit your written notice at least three (3) weeks in advance of the date you must leave and work all of your final schedule. In this regard, failure by an employee to comply with our Resignation Without Notice Policy will result in the employee being paid minimum wage for hours worked in any unissued paycheck and forfeiting any accrued paid time off. This policy helps Atlas Rehab and Wellness maintain the best quality care for our residents while avoiding interruptions. If an application for employment is going to be processed, the applicant must sign accordingly, signifying they understand this policy. For further information, ask your interviewer to show you the Resignation Without Notice Policy in the Atlas Rehab and Wellness Employee Handbook.

I hereby acknowledge that I have read and agree to the above statements. _____

Printed Name

Signature

Date

Please fax both pages to: **724-775-8669** or mail to: **Atlas Rehab and Wellness Attn: Recruiting ~ 701 Sharon Rd. Beaver, PA 15009**