



BIENVIVIR Senior Health Services

Our mission is to provide the frail elderly person a quality of life that ensures a home in the community, comprehensive care, dignity and choices in a nurturing environment.

940 N. Carolina
El Paso, Texas 79915
(915) 599-8812
Fax (915) 594-8806

2300 McKinley
El Paso, Texas 79930
(915) 562-3444
Fax (915) 562-3971

APPLICATION FOR EMPLOYMENT

An Equal Opportunity / Affirmative Action employer

(PLEASE PRINT)

PERSONAL DATA			DATE _____
_____	_____	_____	_____
Last Name	First Name	Initial	Social Security Number (Optional)
Mailing Address: Street Number and Name _____			() _____ Home Telephone
City _____	State _____	Zip Code _____	() _____ Message Telephone
Are you legally authorized to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No			

I understand that applicants who do not meet the minimum qualifications of the position will not be considered for the position.
Only those final candidates will be contacted.

Position applying for: _____

Specify: Full-time Part-time Temporary PRN

When would you be available to begin work? _____

Have you ever been employed by this organization? Yes No

Do you have reliable transportation if hired for this organization? Yes No

Do You have a valid drivers license? Yes No

How did you become aware of the position for which you are applying?

El Paso Times Walk-in Agency Friend Relative Other

If requested, reasonable accommodations will be made for persons with disabilities for any part of the employment process in accordance with the American's Disabilities Act of 1990.

ADDITIONAL INFORMATION

1. Have you ever been convicted of a misdemeanor or felony? Yes No
 (A conviction does not necessarily disqualify applicants from employment consideration.)
2. Have you been dismissed or asked to resign from any job? Yes No
3. Have you received any traffic citation in the past 3 years? (For "Drivers" only) Yes No

If you answered "Yes" to any question above please explain here:

EDUCATION AND TRAINING

	Name and Address of School	Years Complete	Course of Study	Diploma/Degree
High School or GED				
Undergraduate College				
Graduate/Professional				
Trade/Vocational				
Other Specify				

EMPLOYMENT HISTORY (Must be completed in full)

Are you presently employed? Yes No May we contact your present employer? Yes No

List all work experience with the most recent job first. List experience that would qualify you for this position. If you need more space, use additional paper. (Resumes will not substitute for any information on the application).

Employer _____ Telephone _____
 Address _____
 Job title _____ Ending Salary _____
 Duties _____
 Supervisor's Name _____ Supervisor's Title _____
 Dates of employment ____/____/____ to ____/____/____ Total time _____ Yrs _____ Mos
 Reason for leaving _____

EMPLOYMENT HISTORY continued.....

Employer _____ Telephone _____

Address _____

Job title _____ Ending Salary _____

Duties _____

Supervisor's Name _____ Supervisor's Title _____

Dates of employment ____/____/____ to ____/____/____ Total time _____ Yrs _____ Mos _____

Reason for leaving _____

Employer _____ Telephone _____

Address _____

Job title _____ Ending Salary _____

Duties _____

Supervisor's Name _____ Supervisor's Title _____

Dates of employment ____/____/____ to ____/____/____ Total time _____ Yrs _____ Mos _____

Reason for leaving _____

Employer _____ Telephone _____

Address _____

Job title _____ Ending Salary _____

Duties _____

Supervisor's Name _____ Supervisor's Title _____

Dates of employment ____/____/____ to ____/____/____ Total time _____ Yrs _____ Mos _____

Reason for leaving _____

Explain any employment gaps in the space below.

Please use space below for any additional information necessary to describe your full qualifications (i.e., special equipment, computer software programs, typing speed).

REFERENCES (Please do not list relatives)

Name and Occupation	Address	Telephone Number

ADDITIONAL REMARKS

Please do not sign before reading and understanding the following information

I hereby certify that the information is true and correct to the best of my knowledge. I understand that misrepresentation or omission of facts in this application are grounds for disqualification of my application or termination of employment, even after I am hired regardless of the length of time worked. I authorize the Organization to investigate *any* representations made in this application in considering my employment application.

I understand that any employment offer may be made contingent on my successfully passing a pre employment drug and alcohol screening and that if hired, I may be subject to taking such screening at random throughout my employment. Failure to pass the drug and alcohol test will be grounds for disqualification of my application or termination of employment.

I understand and agree that if I am hired, employment is “**at will**”. The Organization or I may at any time or for any reason not prohibited by law, terminate my employment. No promise regarding employment is binding upon the Organization, whether made in the past or in the future, unless the promise is made in writing and signed by the Executive Director of the Organization. I understand that all information that I receive from the Organization, including this application, employee handbooks, policy statements, and similar materials shall not be considered a contract nor be interpreted as altering my “at will” employment status.

I understand that this application for employment shall be considered for a period not to exceed 90 days. If I wish to be considered for employment beyond this time another application must be completed.

In accordance with the Health and Safety Code, Chapter 250, and regulations established by the Texas Department of Human Services, the Organization is required to inform all applicants that a criminal history check will be requested upon hire.

I have read and fully understand the above statements.

Applicant's Signature

Date