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ST. BARNABAS

### Pre – Employment Questionnaire

PLEASE PRINT

DATE: \_\_\_/\_\_\_/\_\_\_

Position(s) for which application is being completed: \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email Address \_\_\_\_\_

Are you older than 18? Yes  No  If under age 18, date of birth \_\_\_\_\_

If under age 18, can you furnish a work permit? Yes  No

### Education

Highest grade completed: \_\_\_\_\_

	Name	Location	From	To	Graduate
High School	_____	_____	_____	_____	_____
College	_____	_____	_____	_____	_____
Other	_____	_____	_____	_____	_____

Special Training \_\_\_\_\_

Are you a smoker? Yes  No

Related skills to the position(s) for which you are applying? \_\_\_\_\_

Are you presently employed? Yes  No

When would you be available to begin work if offered a position of employment? \_\_\_\_\_

Have you ever been employed by St. Barnabas Health System? Yes  No

If yes, Corporation / Department \_\_\_\_\_ From \_\_\_\_\_ To Have

you worked in a long-term care facility or other health care facility before? Yes  No

If yes, please supply details \_\_\_\_\_

Why are you interested in working for St. Barnabas Health System? \_\_\_\_\_

How did you learn about employment possibilities with St. Barnabas? \_\_\_\_\_

Are you interested in Part-time  Full-time  Seasonal  Temporary

If temporary, please explain \_\_\_\_\_

Are there any hours when you would not be available for work at St. Barnabas? Yes  No

If yes, please specify and give reasons \_\_\_\_\_

Are you willing to work weekends? Yes  No  Overtime? Yes  No

How many days were you absent from work in the last two years? \_\_\_\_\_

Have you been discharged from any employment other than layoff due to lack of work? Yes  No

If yes, give details \_\_\_\_\_

Have you been convicted of any crime? Yes  No

If yes, please explain \_\_\_\_\_

Have you ever been barred or sanctioned by Medicaid or Medicare? Yes  No

If yes, give details \_\_\_\_\_

Do you use any illegal drugs of any kind? Yes  No

If yes, explain \_\_\_\_\_

Please set forth any training or special skills you possess: \_\_\_\_\_

## Military Service

Did you serve in the U.S. Armed Forces? Yes  No  Branch \_\_\_\_\_

Entered \_\_\_\_\_ Discharged \_\_\_\_\_ Final Rank \_\_\_\_\_ Selective Service Classification \_\_\_\_\_

Type of discharge: \_\_\_\_\_

Present military status: Active  Inactive  Reserve

## Personal References (Other than relatives or former employers)

Name	Occupation	Address	Telephone	Years Known
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

## Employment Experience

Please start with your present or last job. You may include any volunteer activities. You should exclude organizations, which indicate race, color, religion, gender, national origin, sexual orientation, disability or other protected status.

Employer \_\_\_\_\_ Position / Job Title \_\_\_\_\_

Address \_\_\_\_\_ Dates Employed \_\_\_\_\_

Telephone Number \_\_\_\_\_ Hourly Rate / Salary \_\_\_\_\_

Supervisor \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Work Performed \_\_\_\_\_

Employer \_\_\_\_\_ Position / Job Title \_\_\_\_\_

Address \_\_\_\_\_ Dates Employed \_\_\_\_\_

Telephone Number \_\_\_\_\_ Hourly Rate / Salary \_\_\_\_\_

Supervisor \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Work Performed \_\_\_\_\_

Employer \_\_\_\_\_ Position / Job Title \_\_\_\_\_

Address \_\_\_\_\_ Dates Employed \_\_\_\_\_

Telephone Number \_\_\_\_\_ Hourly Rate / Salary \_\_\_\_\_

Supervisor \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Work Performed \_\_\_\_\_

May we contact the employers listed above? Yes  No

If not, indicated references and which one(s) you do not wish us to contact \_\_\_\_\_

ST. BARNABAS HEALTH SYSTEM IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE BECAUSE OF RACE, RELIGION, COLOR, AGE, GENDER, NATIONAL ORIGIN, MARITAL STATUS, DISABILITY OR HANDICAP, VETERAN STATUS, SEXUAL ORIENTATION, OR ANY OTHER STATUS PROTECTED BY LAW. NO QUESTION ON THIS APPLICATION IS INTENDED TO SECURE INFORMATION TO BE USED FOR SUCH DISCRIMINATION.

THIS IS NEITHER AN EMPLOYMENT CONTRACT NOR A GUARANTEE OF EMPLOYMENT. YOU MAY SUBMIT A NEW APPLICATION OR UPDATE THIS APPLICATION AT ANY TIME.

1. If you require any special reasonable accommodation completing this application, interviewing, completing any pre-employment testing, or otherwise participation in the employee selection process, please advise us.
2. You will be required to pass a drug and or alcohol screening test as a condition of employment.
3. By signing below, you understand that all statements made herein are subject to verification by St. Barnabas Health System Inc. and you hereby release St. Barnabas Health System, its related entities and employees from all liability associated with these statements and how they are utilized in the employment process.
4. I understand that an investigative consumer report is a report in which information concerning my character, general reputation, personal characteristics, or mode of living, is obtained through personal interviews with neighbors, friends, or associates with whom I am acquainted. By signing below, I am authorizing the St. Barnabas Health System, Inc. to obtain a consumer or investigative consumer report on me as part of the St. Barnabas Health System, Inc. background screening process.
5. I specifically hereby authorize in writing St. Barnabas Health System, Inc. and or its assigns to conduct a Credit Check as defined by the federal Fair Credit Reporting Act (FCRA), conduct a criminal background check, and when not a resident of Pennsylvania for at least two years, conduct an FBI fingerprint check. Your authorization below meets the standards to allowing St. Barnabas Health System, Inc. and or its assigns to contact a consumer reporting agency who may provide information about you.
6. I hereby authorize my prior employer to release any and all information relating to my employment with them to St. Barnabas Health System. I further release and hold harmless St Barnabas Health System from any and all liability that may potentially result from the release and/or use of such information. I understand that any information released by my prior employer will be held in strictest confidence, that it will be viewed only by those involved in the hiring decision, and that neither I nor anyone else not so involved will have the right to see the information.

Signature \_\_\_\_\_

Print Name \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

List additional employment history on backside of this page if needed.