

DALLAS RETIREMENT



VILLAGE

A Senior Living Community Since 1947

APPLICATION FOR EMPLOYMENT

Directions: Please print or type only. Answer each question as completely as possible. If a question is not applicable to you, write NA (not applicable.) Resumes may be attached to the application form but please be sure that all requested information is provided. If additional space is needed, attach a supplemental sheet. Thank you for applying at Dallas Retirement Village.

Dallas Retirement Village is an Equal Opportunity Affirmative Action Employer and affords equal opportunity to all applicants for all positions without regard to race, color, religion, gender, national origin, age, disability, veteran status or any other status protected under local, state or federal laws.

Dallas Retirement Village

377 NW Jasper Street • Dallas, Oregon 97338

Phone (503) 623-5581 • Fax (503) 623-2901

www.dallasretirementvillage.com

Dallas Retirement Village Mission Statement



We demonstrate Christ's love by providing a continuum of quality services and care to meet the physical, emotional, and spiritual needs of our residents with dignity and respect.

EDUCATION

	ELEMENTARY SCHOOL	HIGH SCHOOL	UNDERGRADUATE COLLEGE / UNIVERSITY	GRADUATE / PROFESSIONAL
SCHOOL NAME & LOCATION				
YEARS COMPLETED	4 / 5 / 6 / 7 / 8	9 / 10 / 11 / 12	1 / 2 / 3 / 4	1 / 2 / 3 / 4
DIPLOMA / DEGREE				
COURSE OF STUDY				

LICENSE / CERTIFICATION INFORMATION (IF APPLICABLE)

State License		
	License / Certification Number	Expiration Date
	License / Certification Number	Expiration Date

MILITARY EXPERIENCE

Are you a Veteran of the U.S. Military Service? YES NO

If yes, please list branch of service, number of years served, and duties performed:

REFERENCES

Please provide the name, address and telephone number of three additional references other than your present / former employers. Reference list should not include names of individuals related to you.

1. _____

Address: _____ Phone: _____

2. _____

Address: _____ Phone: _____

3. _____

Address: _____ Phone: _____

EMPLOYMENT EXPERIENCE:

Please list present or most recent employer first. Include part-time, Military Service assignments, and volunteer activities. If additional space is needed, continue on a separate sheet of paper.

1. Employer: _____
Address: _____ Phone: _____
Position: _____ Supervisor: _____
Date Employed from: _____ to: _____
Beginning salary / wage: _____ Ending wage: _____
Reason for leaving: _____
Description of primary responsibilities: _____

2. Employer: _____
Address: _____ Phone: _____
Position: _____ Supervisor: _____
Date Employed from: _____ to: _____
Beginning salary / wage: _____ Ending wage: _____
Reason for leaving: _____
Description of primary responsibilities: _____

3. Employer: _____
Address: _____ Phone: _____
Position: _____ Supervisor: _____
Date Employed from: _____ to: _____
Beginning salary / wage: _____ Ending wage: _____
Reason for leaving: _____
Description of primary responsibilities: _____

4. Employer: _____
Address: _____ Phone: _____
Position: _____ Supervisor: _____
Date Employed from: _____ to: _____
Beginning salary / wage: _____ Ending wage: _____
Reason for leaving: _____
Description of primary responsibilities: _____

OTHER RELATED INFORMATION:

Please list Professional, Trade, Business or Civic Activities and Offices held as well as any additional training, knowledge, skills, qualifications, publications, or awards that will be helpful to us in considering your application for employment. (You may exclude those, which indicated race, color, religion, sex or national origin):

APPLICANT'S STATEMENT

I certify that answers or statements I have made on the application or on my resume, or other supplementary materials are true and correct without omissions. I acknowledge that any false statement or misrepresentation on this application or supplementary materials will be cause for refusal to hire or for immediate dismissal from employment at any time during the period of my employment regardless of when or how discovered.

I understand that my employment may be subject to the satisfactory results of any preemployment examination required by **Dallas Retirement Village**, including a mandatory blood and / or urine test to detect drug / alcohol usage.

I understand that nothing contained in this employment application or in the granting of an interview is intended to create a contract between **Dallas Retirement Village** and myself for either employment or the providing of any benefit. I understand and agree that if I am offered and accept a position, my employment may be terminated, with or without cause, and with or without notice, at any time, at the discretion of either **Dallas Retirement Village** or myself. I also agree to conform to all existing and future **Dallas Retirement Village** rules and regulations and I understand that **Dallas Retirement Village** reserves the right to change wages, hours and working conditions as deemed necessary.

I further acknowledge and understands that no representative of **Dallas Retirement Village** has any authority to enter into any employment agreement for any specified period of time, or to assure me of any future position, benefits or terms and conditions of employment, except as my be specifically set out in a current written agreement.

I acknowledge that I have read and understand the above statement and hereby grant permission to confirm the information supplied on this application to provide **Dallas Retirement Village** complete information and records concerning any of the subjects covered by this application.

This application will be active for thirty (30) calendar days after completion. After thirty (30) calendar days, this application will become inactive and if I wish to be considered for another job opening, I must reapply by completing a new application form.

Signature: _____

Date: _____

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**DALLAS RETIREMENT VILLAGE
AUTHORIZATION FOR RELEASE OF INFORMATION**

Applicant's Name: _____

Last Four Digits of Social Security Number: XXX / XX / _____

I understand Dallas Retirement Village will perform a criminal background check as required by State law and authorize Dallas Retirement Village to contact references and past employers concerning employment and personal history. Further, I release all parties from any possible damages resulting from disclosing such information with or without prior written permission from me.

Signature of Applicant: _____

Date: _____

Other Name(s) Used: _____

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