



Return to: Youth Guidance, 70 Calhoun, Battle Creek, MI 49017

Youth Guidance Foster Care & Adoption

APPLICATION FOR EMPLOYMENT

What We Offer

We offer equal employment opportunities to all, based upon individual merit and without regard to race, color, national origin, gender, age, height, weight, marital status or disability which, if needing accommodation, may be reasonably accommodated as required by law.

Please Type or Print Information

Date		Date Available	
Position Applied For			
Last Name		First	Middle
Social Security Number			
Are any of your college or work records listed under another name? (Specify below.)			
Explanation:			
Current Address		City	State Zip Code
Permanent Address		City	State Zip Code
Telephone		Driver's License #	
Are you a U.S. citizen?		If not, list resident alien Number (List here)	
<input type="checkbox"/> Yes <input type="checkbox"/> No			
Type of Employment Desired:		Full time <input type="checkbox"/>	Part time <input type="checkbox"/> On call <input type="checkbox"/>
Have you ever been convicted of a crime?		Yes <input type="checkbox"/>	No <input type="checkbox"/>

If yes, state the crime here		
Are any felony charges currently pending against you?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, explain here		
Are you a Veteran of U.S. Military Services?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Was discharge honorable?
Did you receive any specialized training applicable to employment?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, explain here		
Have you ever been suspended or discharged from employment?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, explain here		

Education and Training

High School	Address	
Dates Attended	From	To
Type of Degree		
College	Address	
Dates Attended	From	To
Type of Degree		
Graduate College	Address	
Dates Attended	From	To
Type of Degree		
Other School	Address	
Dates Attended	From	To
Type of Degree		

Work Experience

(List most recent or present position first)

Dates Employed	From	To
Name and Address of Employer	Name	Address
Your Position and Duties	(List here)	
Weekly Salary		
Reason for Leaving		
Supervisors Name	Phone	May we contact your supervisor?

Dates Employed	From	To
Name and Address of Employer	Name	Address
Your Position and Duties	(List here)	
Weekly Salary		
Reason for Leaving		
Supervisors Name	Phone	May we contact your supervisor?

Dates Employed	From	To
Name and Address of Employer	Name	Address
Your Position and Duties	(List here)	
Weekly Salary		
Reason for Leaving		
Supervisors Name	Phone	May we contact your supervisor?

List three references (not relatives):

Name	Address
Phone	Occupation

Name	Address
Phone	Occupation

Name	Address
Phone	Occupation

Miscellaneous Information

Why would you like to work at Youth Guidance Foster Care?

(answer)

Why do you feel you would be a good candidate for the position for which you have made application?

(answer)

What experience do you have working with children and teens?

(answer)

What future career goals, if any, have you set for yourself?

(answer)

What pay rate are you seeking?

\$___ /hour

\$___ /year

Please indicate any special skills or training you have that would be beneficial to you in the position you are seeking?

(describe here)