



TESH, INC.

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 (208) 263-7755 • Fax (208) 255-7445

APPLICATION FOR EMPLOYMENT

A RESUME DOES NOT SUBSTITUTE FOR A COMPLETED APPLICATION.

Each question should be fully and accurately answered. No action can be taken on this application until all questions have been answered. Use blank paper if you do not have enough room on this application blank. **PLEASE PRINT**, except for signature on back of Application. All information given will be available only to persons who have a "need to know" or as required by law. TESH will make reasonable accommodation in the application process, if needed.

This Application is current for **thirty (30)** days, at the conclusion of which time, if you have not heard from us and still wish to be considered for employment, it will be necessary for you to fill out a new application.

			Today's Date:
IDENTIFICATION:			
Last Name	First	Middle	Email:
Address - Street Number			Phone
City	State	Zip Code	Day ()
			Evening ()
			Message ()

Position Applying For:

Date Available for Work:

Full Time	<input type="checkbox"/> Yes <input type="checkbox"/> No	Temporary	<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you previously applied to TESH?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, indicate date
Part Time	<input type="checkbox"/> Yes <input type="checkbox"/> No	Summer	<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you previously been employed by TESH?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, indicate date
On Call	<input type="checkbox"/> Yes <input type="checkbox"/> No	Evening	<input type="checkbox"/> Yes <input type="checkbox"/> No	Do you have relatives or friends working at TESH?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, indicate

EDUCATION:

	Name of School Location (City and State)	Dates Attended		Did You Graduate?	Degree and Major
		From	To		
High School					
Community College		MO/YR	MO/YR		
College/ University		MO/YR	MO/YR		
Other		MO/YR	MO/YR		

EMPLOYMENT HISTORY/VOLUNTEER EXPERIENCE: List all employment and volunteer experience beginning with your present or most recent employer.

Name of Firm:	Position Title	Average hours/week
Address (Number & Street) Phone No.	Duties performed, skills used, advancements	Wage at Separation
City State Zip		
Supervisor's Name/Title		
Dates Employed (Month/Year) From To	Reason for Leaving:	

Name of Firm:	Position Title	Average hours/week
Address (Number & Street) Phone No.	Duties performed, skills used, advancements	Wage at Separation
City State Zip		
Supervisor's Name/Title		
Dates Employed (Month/Year) From To	Reason for Leaving:	

Name of Firm:	Position Title	Average hours/week
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City State Zip		
Supervisor's Name/Title		
Dates Employed (Month/Year) From To	Reason for Leaving:	

ADDITIONAL EMPLOYMENT HISTORY AND REFERENCES: Please list any additional employment history and two references below:

COMPANY

TITLE

FROM

TO

REFERENCES

NAME

RELATIONSHIP

PHONE #

If you are an experienced operator of any business/plant machines or equipment, please list:

Computer Skills & Typing Speed:

Other Skills:

PLEASE ANSWER THE FOLLOWING QUESTIONS:

1. Why are you interested in working with people with disabilities?

2. What is your five year employment goal?

3. Describe the kind of work environment you prefer (i.e., working with groups in a facility setting, with an individual in the home, job site or community, or other), and why.

CERTIFICATION: In which of the following have you had training?

CPR	<input type="checkbox"/> Yes	Expires: _____	<input type="checkbox"/> No
First Aid	<input type="checkbox"/> Yes	Expires: _____	<input type="checkbox"/> No
CNA	<input type="checkbox"/> Yes	Expires: _____	<input type="checkbox"/> No
Creating Visions	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Infection Control	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Other: _____

OTHER QUESTIONS:

1. Are there any reasons why you cannot arrive on time and stay at work the entire scheduled shift on a regular basis?
2. If requested, can proof of citizenship, Visa, or Alien Registration be provided?
3. Can you work for 3 hours without a break?
4. Are you at least 18 years of age?
5. Have you been convicted of a criminal offense (other than a minor traffic violation) or withheld judgment? Yes No If yes, conviction date _____
6. Do you have a valid driver's license? Yes No State Issued _____
7. Have you had any traffic tickets or accidents in the last three (3) years? Yes No How Many? _____
8. What kinds of infractions? _____

TESH personnel must undergo a criminal history check to rule out a record of certain crimes. There is a fee for this service which is reimbursed after you have been employed for 3 months.

This Employment Application is used to notify me that the nature and scope of an investigation, if one is conducted, could include such general identification information as residence verification, and, as applicable, information concerning my employment, education, general reputation, character, personal characteristics and habits, and that such information may be developed through personal interviews with third parties such as family members, neighbors, friends, associates, former employers, educational institutions, custodians of official records or other sources. Only job-related information developed from such a report will be considered in evaluating my employment application or continued employment. By signing this application, I hereby authorize these persons, companies, organizations or corporations to answer all questions or release any information regarding the items listed in this paragraph. I hereby release them from any liability and hold them harmless from any claim for releasing any truthful information within their knowledge and/or records.

I certify that the answers given by me to the foregoing questions and during any interviews are true and correct without consequential omissions, and understand that, if employed, omissions and/or false statements on this application or during any interviews may result in dismissal. **I understand and acknowledge that, if hired, my employment is for no definite period and either TESH or I may terminate our relationship at will at any time, without notice or any reason, and that this employment application does not constitute an employment contract. I have had an opportunity to have my questions about this statement's content and intent answered and understand its terms.**

Date

Signature of Applicant

**TESH IS AN EQUAL OPPORTUNITY EMPLOYER
AFFIRMATIVE ACTION AGENCY**

Thank you for your interest. Please feel free to attach your resume or any other additional information which may be helpful in evaluating your qualifications.

DO NOT WRITE BELOW THIS LINE