



APPLICATION FOR EMPLOYMENT

INSTRUCTIONS:

Each question should be fully and accurately answered (if resume is submitted, still complete Work History). 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. **PLEASE PRINT**, except for your signature. All information you give on this application will be held in strict confidence. Morongo Basin Unity Home is an equal opportunity employer.

PERSONAL DATA

Last Name	First Name	Middle Name
Present Street Address	City	State
Zip Code		
Mailing Address if different than above		
Day Telephone Number		Evening Telephone Number

If less than 18 years old, can you after employment, submit a work permit? Yes No

_____ Can you, after employment submit verification _____ Yes
 Social Security Number of your legal right to work in United States: No

Check the following options, which you would consider:

<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	_____ Position Applying For	
<input type="checkbox"/> Days	<input type="checkbox"/> Swing	<input type="checkbox"/> Nights	<input type="checkbox"/> Sat. & Sun.
			_____ Date Available

What pay rate are you expecting to receive? _____
 Were you previously employed by Unity Home? Yes No Date: _____

Have you ever been convicted of a felony?
 If yes, explain

Can you perform moving of furniture and large appliances?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have any relatives working for Unity Home?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have a valid California Drivers License?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have auto insurance?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Transportation:	<input type="checkbox"/> Car	<input type="checkbox"/> Public
	<input type="checkbox"/> Other (specify)	

Are you bilingual? Yes No Please List Languages Spoken

1. _____ Fluent Yes No, Written Yes No
2. _____ Fluent Yes No, Written Yes No

10/10/10

Name of Employer	Phone Number	Type of Business	
Address	City/State	Zip	Full/Part Time
Employed From _____ To _____	Pay Rate _____	Supervisor _____	
Reason for leaving	Brief Description of Duties		

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Reason for leaving	Brief Description of Duties		

Reason you would like to work for Morongo Basin Unity Home:

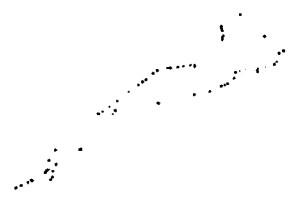
Please read carefully before signing.

I certify that the answers given by me to the foregoing questions and statements are true and correct without consequential omissions of any kind whatsoever. I understand that any false information contained in this application may result in my discharge, if hired.

I authorize you to communicate with all my former employers, school officials and persons named as references. I hereby release all employers, school and individuals from any liability for any damage whatsoever resulting from giving such information. I also understand that if upon employment I will agree to provide a livescan to the human resources department at Morongo Basin Unity Home.

Date: _____ Signature: _____

This nonprofit believes that the equal opportunity for all employees is important for the continuing success of our organization. Accordingly this non-profit will not discriminate against an employee or applicant for employment because of race, color, creed, religion, sex, age, handicap, disability, national origin, ancestry, citizenship veteran status, or non-job related factors in firing, promoting, training, transfers, layoffs, termination, recommendations, rates of pay or other forms of compensation. Opportunity is provided to all employees based on qualifications and the requirements of the job.



EMPLOYEE INFORMATION RELEASE

I, _____, hereby authorize Morongo Basin Unity Home to obtain information about my previous employment from former employers. The company may release the following information:

Employee Initials:

_____ Dates of employment

_____ Job Title

_____ Last range of pay

_____ Eligibility for rehire

I acknowledge by my signature that my former employer is released from any and all claims, demands or liabilities arising out of or in any way related to the disclosure of the information above. By initializing the item(s) above, I acknowledge that I have authorized my former employer to release such information. I have read and reviewed the foregoing release and I understand its contents.

Caution: This is a release of information. Read before signing.

Executed at: _____, California, on _____
Location Date (xx/xx/xxxx)

Signature of Prospective Employee Date

Signature of Employer Representative Date

EDUCATION AND TRAINING

What do you know about Unity Home?

Can you list three types of Domestic Violence? _____

Can you share any areas of your life/education/background that you feel would contribute to your role as an Advocate?

Please provide a short description of the role of a Domestic Violence Advocate.

List at least three services that you feel are vital to offer victims of domestic violence. _____ / _____ / _____

What benefit do you feel the above listed services provide victims of dv?

Scenario #1: You are working as an Advocate at Shelter. A client shares with you that she has just learned she is pregnant. She is asking for your advice/thoughts on abortion. What do you tell her?

Below, please document this scenario for the client file, facts only, no opinion.

Scenario #2: Client shares in confidence with you that he is frustrated with another Advocate on a different shift. Sharing feelings of being judged by this Advocate because he is trans-gender.

1) How do you respond?

2) What, if any do you share in communication with Management and/or Advocate in question?

Below, please document this scenario for the client file, facts only, no opinion.
