



Application for Employment

Applicants are considered for all positions without regard to race, color, sex, national origin, age, marital or veteran status, mental or physical disabilities or any other legally protected status.

Kent Center requires all applicants for employment to undergo and successfully complete a physical, a drug screening test, a criminal background examination and a driving record check as part of its pre-employment process. Expenses for such are paid by Kent Center.

Please complete this application and return it in person to:

**Human Resources Manager
Kent Center, Inc.
215 Scheeler Road
Chestertown, MD 21620
(410) 778-7303**

Prior to being offered an interview, all applicants must take and pass a reading and math competency exam, created and required by the Maryland State Board of Nursing.

Applicants requiring reasonable accommodations to complete this application and/or an interview should notify the Human Resources Manager.

Personal Information

Name: _____

Date: _____

Address: _____

Telephone: (H) _____

Street or P.O. Box

(C) _____

(W) _____

City, State & Zip

Email: _____

Social Security Number: _____

Are you legally able to work in the U.S.? Y N (Circle One)

Position(s) applying for: _____

Have you ever applied to Kent Center before? Y N (Circle One) When: _____

Education	Name and location of school	Degree	Subject / Major
High School			
College			
Other Training/School			

- If you are under 18, can you provide proof of your eligibility to work? Y N
If no, please explain: _____
- Have you previously been employed by Kent Center? Y N If yes, when? _____
- Are you legally eligible for employment in this country? Y N
- Date available to begin working: _____ Full-time Part-time Temporary Seasonal
- Do you have a valid Drivers' License? Y N (Circle One) State: _____
- Are you licensed to drive a 16 passenger van? Y N (Circle One)
- Are you currently certified in CPR? Y N First Aid? Y N Sign Language? Y N
Other: _____
- Languages you speak fluently: _____

9. Have you had 4 points on your driving record at anytime within the past 36 months?
 ___Yes ___No
10. Have you been convicted of a DWI or any other criminal act at any time in the last 5 years?
 ___Yes ___No
11. Have you ever pleaded "guilty" or "no contest" to, or been convicted of a crime: Y N
 If yes, please explain: _____
12. Did a current Kent Center employee refer you to this position? Yes No
 If yes, who? _____

Work Experience (list most recent first)

Duration: Month & Year	Company Name/Address/Phone Supervisor's Name Wages	Position	Reason for Leaving

References: List three (3) Professional References

Name	Address & Telephone	Occupation & type of work performed	Years known & how known

May we contact your current employer for a reference? Y N

Previous employers? Y N

I certify that this application contains complete and accurate information. I authorize the investigation of all statements contained in this application and hereby authorize persons, schools, my current employer (if applicable) and previous employers and organizations named in this application (and accompanying resume, if any) to provide Kent Center with any relevant information regarding an employment decision and I release all such persons from any liability regarding the provision and use of such information. I understand that misrepresentation and/or omission of facts are cause for dismissal. Further, I understand and agree that if I am employed, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without previous notice.

Date: _____

Signature: _____

UNDER MARYLAND LAW AN EMPLOYER MAY NOT REQUIRE OR DEMAND AS A CONDITION OF EMPLOYMENT OR PROSPECTIVE EMPLOYMENT, OR ANY EMPLOYEE, TO SUBMIT TO OR TAKE A LIE DETECTOR TEST OR ANY SIMILAR TEST AS A CONDITION OF EMPLOYMENT OR CONTINUED EMPLOYMENT. ANY EMPLOYER WHO VIOLATES THIS PROVISION IS GUILTY OF A MISDEMEANOR AND SUBJECT TO A FINE NOT TO EXCEED \$100.

Kent Center is an Equal Opportunity Employer