

PREFERRED CENTER LOCATION (circle)						PREFERRED POSITION (circle)				
Albany	Baird	Breckenridge	Clyde	Cross Plains	Merkel	Front Desk	Billing	Nursing	Dental	Other

TYPE OF EMPLOYMENT (circle)				
Full Time	Part Time	Temporary	Date when you can start?	Are you willing to travel?

PERSONAL INFORMATION	
Name	
Mailing Address	
Home Phone	Cell Phone
Email	

EDUCATION	
High School	Graduated
College	Graduated/Honors/Degree
License or Certifications currently held	

WORK EXPERIENCE (list most recent first)		
Dates of Employment	Company/Supervisor	Reason for Leaving
Job Title	Address/Phone	
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Job Title	Address/Phone	
Dates of Employment	Company/Supervisor	Reason for Leaving
Job Title	Address/Phone	
Do you have any immediate family member working for Resource Care? YES or NO <i>If yes, name of relative and relation to you:</i>		
Have you ever worked for Resource Care before? <i>If yes, please answer below</i>		
Dates of Employment	Position	

REFERENCES

Name	Relationship	Phone	Years Known

CRIMINAL BACKGROUND

Criminal convictions or arrests will not automatically disqualify an applicant from a particular job. ResourceCare will consider the nature of the crime, its seriousness, the substantial relation to the position's functions and qualifications, the number of occurrences, the applicant's age and the time of the crime, the time elapsed since the crime, the applicant's entire work and education history employment references and recommendations and the business necessity of any exclusion when required by law.

APPLICANT CERTIFICATION

I certify that the facts contained in this application, my resume, or any supporting documents I may present are true and complete to the best of my knowledge. I authorize investigation of all statements contained herein and the references and employers listed above may give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information.

I hereby authorize ResourceCare and its designated agents and representatives to conduct a comprehensive review of my background to include, but is not limited to the following areas: verification of social security number, residences, employment history, education background, character references, drug screening, civil and criminal history records from any criminal justice agency in any or all federal, state, county Jurisdiction and public records. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

If hired by Resource Care, I understand that I will be required to provide genuine documentation establishing my identity and eligibility to be legally employed in the United States. I also understand Resource Care employs only individuals who are legally eligible to work in the United States.

Applicant Signature: _____ Date: _____

Completed Application, resume or supporting documents, if needed
can be submitted by the following

By mail or in person: ResourceCare, Attention: HR Director, 2802 W. Walker St. Breckenridge, TX 76424

By fax: 254-559-5725, Attention: HR Director

By email: hr@resourcecare.org



*This application will be considered active for a maximum of sixty (60) days.
If you wish to be considered for employment after that time, you must reapply.*

*Resource Care is an at-will employer as allowed by applicable state law.
This means that regardless of any provision in this application, if hired, Resource Care or employee may terminate the employment relationship at any time, for any reason, with or without cause or notice.*

Resource Care is an equal opportunity employer. Applicants are considered for positions without regard to veteran status, uniformed service member status, race, color, religion, sex, national origin, age, physical or mental disability, genetic information or any other category protected by applicable federal, state or local laws.