

Valiant Living

706 SW 7th St.
PO Box 450
Madison, SD 57042
Phone: (605) 256-6628
Fax: (605) 256-2060



For Office Use Only

Work Location	_____
Position	_____
Start Date	_____
Rate	_____

Application for Employment

It is the policy of Valiant Living to provide equal employment opportunities to all employees and applicants for employment. No person shall be discriminated against in employment because of race, color, religion, sex, age, national origin, or disability.

(PLEASE PRINT CLEARLY)

PERSONAL

Date: _____

Name: _____
Last First Middle

Former name(s): _____

E-mail address: _____ Telephone number(s): _____

Preferred Method of Contact: _____

Address: _____
Street City State Zip

Are you legally eligible for employment in the USA? Yes _____ No _____

Position(s) applied for: _____

Please indicate times you are available for work:
_____ M-F days
_____ Evenings/Weekend
_____ Weekends only
_____ Overnights
_____ Any PT
_____ Any FT

Were you previously employed by us? Yes _____ No _____ If yes, when? _____

If your application is considered favorably, on what date will you be available for work? _____

Please list your job-related experiences, special skills, or abilities that would benefit Valiant Living?

Have you been convicted of a major crime (felony) in the past 75 years? Yes _____ No _____
(Do not answer Yes if the conviction has been pardoned, annulled, expunged, sealed or impounded by a court.)
If Yes, please give the conviction date and nature of the offense: _____

A conviction record will not necessarily bar employment.

(Turn to next page)

EMPLOYMENT HISTORY

List below present and past employment, beginning with your most recent:

I Name and Address of Company and Type of Business	From	To	Reason for Leaving	Name of Supervisor
	Mo. Yr.	Mo. Yr.		
	Describe the nature of the work:			
Telephone				

II Name and Address of Company and Type of Business	From	To	Reason for Leaving	Name of Supervisor
	Mo. Yr.	Mo. Yr.		
	Describe the nature of the work:			
Telephone				

III Name and Address of Company and Type of Business	From	To	Reason for Leaving	Name of Supervisor
	Mo. Yr.	Mo. Yr.		
	Describe the nature of the work:			
Telephone				

IV Name and Address of Company and Type of Business	From	To	Reason for Leaving	Name of Supervisor
	Mo. Yr.	Mo. Yr.		
	Describe the nature of the work:			
Telephone				

I _____ desire that Valiant Living be fully advised of my record with former employers. Therefore, I request and authorize the release of information from my records in response to any requests from Valiant Living. I understand that the information I am authorizing to release includes factual employment information and also can involve records or assessments of my abilities, performance, attendance, productivity, attitude, conduct and other work-related characteristics or issues.

I hereby release from all liability of any type whatsoever arising out of or related to the reference process, and agree not to file or pursue any complaints, claims, or legal actions of any kind against the past employer, employees, representatives, or agents arising out of their activities or actions performed in connection with disclosure of information for the employers indicated below:

Employer I ? Yes _____ No _____ No _____
 Employer III? Yes _____ No _____ No _____

Signed: _____ Date: _____

EDUCATION

School	Name and Address of School	Course of Study	Check Last Year Completed	List Diploma or Degree
High			freshman_____	
			sophmore_____	
			junior_____	
			senior_____	
College			freshman_____	
			sophmore_____	
			junior_____	
			senior_____	
Other (Specify)			freshman_____	
			sophmore_____	
			junior_____	
			senior_____	

PERSONAL REFERENCES

(not former employers or relatives)

Name and Occupation	Address	Phone Number

What is the best time to call you concerning your application? _____

Do you have a valid driver's license? Yes _____ No _____

PLEASE READ AND SIGN BELOW

I certify that the facts set forth in this application for employment are true and complete. I understand that any false statement on this application may disqualify me from consideration, or result in my termination. Further, I understand that this application is not a contract of employment, nor does this application obligate Valiant Living in any way. Employment at Valiant Living is at-will and can be terminated by either party, with or without notice, at any time, for any reason or no reason. No one other than an officer of the Company has any authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the forgoing, and then only in a writing signed by an officer.

Signature of Applicant

APPLICANT- Do not write on this page
FOR INTERVIEWER'S USE

INTERVIEWER	DATE	COMMENTS

FOR TEST ADMINISTRATOR'S USE

TESTS ADMINISTRATED	DATE	RAW SCORE	RATING	COMMENTS AND INTERPRETATION

REFERENCE CHECK

* Position Number	RESULTS OF REFERENCE CHECK
I	
II	
III	
IV	

* See page 2