



Employment Application

First Name Middle Name Last Name

Street Address Apt #

City State Zip Code

Area Code Mobile Phone Area Code Home Phone E-Mail Address

Transportation ☐ I have a car. ☐ I use mass-transit.
☐ I'm willing to transport clients in their car. ☐ I'm willing to transport clients in my car Willing to travel _____ miles

Education ☐ GED ☐ High School ☐ Some College ☐ Associates Degree ☐ Bachelor's Degree

Certifications ☐ CPR ☐ First Aid ☐ Food Safety ☐ Home Health Aide ☐ Nurse Assistant

Specializations ☐ Alzheimer's ☐ Dementia ☐ Diabetes ☐ Mental Health

Other _____

Able and willing to lift at least 50 lbs Yes No

Please provide three professional references whom we can contact.

1

Name Area Code Phone Number

Title E-Mail Address

Company Relationship to You

2

Name Area Code Phone Number

Title E-Mail Address

Company Relationship to You

3

Name Area Code Phone Number

Title E-Mail Address

Company Relationship to You

Employment Application

	None	Basic	Good	Fluent
English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spanish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cantonese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mandrin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tagalog	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Taiwanese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visayan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
American Sign Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other -	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Legal to Work in the U.S. Yes No Willing and able to lift 50 lbs Yes No

TB Test Test Negative _____
Test Date

Have you ever plead guilty or no contest to, or been convicted of any criminal offense? (Please do not include misdemeanor marijuana-related convictions more than two years old, or misdemeanor convictions for which probation was successfully completed or otherwise discharged and the case was judicially dismissed.)

Yes No

Have you ever been arrested for any matters for which you are currently out on bail or on your own recognizance pending trial?

Yes No

Criminal convictions or arrests will not automatically disqualify you from a job. We will consider the nature of the crime, its seriousness, the substantial relation to being a caregiver, number of occurrences, your age at the time of the crime, elapsed time since the crime, and your work & education history, references and recommendations, and necessity of any exclusion when required by law.

Have you ever initiated an act of violence in the workplace?

Yes No

If yes, provide details of workplace, date/s of incident/s. A "yes" will not necessarily disqualify you from employment.



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Desired Amount of Work

☐

Part Time

☐

Full Time

☐

More Than Full Time

Shift Preferences

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
7am-7pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3pm-11pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11pm-7am	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Shift Availabilities

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
7am-7pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3pm-11pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11pm-7am	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other Shift Details

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Single Shift	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Double Shift	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12hr Shift	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24hr Shift	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overnight	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Live In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments regarding my availability



Employment Application

How did you hear about OptionONE?

- | | | |
|---------------------------------------|--|--|
| <input type="checkbox"/> Newspaper | <input type="checkbox"/> Referred by healthcare professional | <input type="checkbox"/> Referred by healthcare professional |
| <input type="checkbox"/> Craig's List | <input type="checkbox"/> Referred by OptionONE client | <input type="checkbox"/> Google Search |
| | | <input type="checkbox"/> Other |

I understand and agree that:

If driving is a requirement of the job for which I am applying, my employment and/or continued employment is contingent on possessing a valid driver's license for the state in which I reside and automobile liability insurance in an amount equal to the minimum required by the state where I reside.

OptionONE may now have, or may establish, a drug-free workplace or drug and/or alcohol testing program consistent with applicable federal, state, and local law. If the Company has such a program and I am offered a conditional offer of employment, I understand that if a pre-employment (post-offer) drug and/or alcohol test is positive, the employment offer may be withdrawn. I agree to work under the conditions requiring a drug-free workplace, consistent with applicable federal, state, and local law. I also understand that employees of the location, pursuant to OptionONE's policy and federal, state, and local law, may be subject to urinalysis and/or blood screening or other medically recognized tests designed to detect the presence of alcohol or illegal or controlled drugs. If employed, I understand that the taking of alcohol and/or drug tests is a condition of continual employment and I agree to undergo alcohol and drug testing consistent with the Company's policies and applicable federal, state, and local law.

OptionONE, to the extent permitted by federal, state, and local law, may exercise its right, without prior warning or notice, to conduct investigations of property (including, but not limited to, files, lockers, desks, vehicles, and computers) and, in certain circumstances, my personal property.

As a condition of employment and to the extent permitted by federal, state, and local law, I may be required to sign a confidentiality, restrictive covenant, and/or conflict of interest statement, as well as an agreement to arbitrate.

I certify that all the information on this application, my resume, or any supporting documents I may present during any interview is and will be complete and accurate to the best of my knowledge. I understand that any falsification, misrepresentation, or omission of any information may result in disqualification from consideration for employment or, if employed, disciplinary action, up to and including immediate dismissal.

OPTIONONE IS AN AT-WILL EMPLOYER AS ALLOWED BY APPLICABLE STATE LAW, AND REGARDLESS OF ANY PROVISION IN THIS APPLICATION IF HIRED OPTIONONE OR I MAY TERMINATE THE EMPLOYMENT RELATIONSHIP AT ANY TIME, FOR ANY REASON, WITH OR WITHOUT CAUSE OR NOTICE. NOTHING IN THIS APPLICATION OR IN ANY DOCUMENT OR STATEMENT, WRITTEN OR ORAL SHALL LIMIT THE RIGHT TO TERMINATE EMPLOYMENT AT-WILL. NO OFFICER EMPLOYEE OR REPRESENTATIVE OF OPTIONONE IS AUTHORIZED TO ENTER INTO AN AGREEMENT—EXPRESS OR IMPLIED—WITH ME OR ANY APPLICANT FOR EMPLOYMENT FOR A SPECIFIED PERIOD OF TIME UNLESS SUCH AN AGREEMENT IS IN A WRITTEN CONTRACT SIGNED BY THE PRESIDENT OF OPTIONONE. IF HIRED, I AGREE TO CONFORM TO THE RULES AND REGULATIONS OF OPTIONONE, AND I UNDERSTAND THAT OPTIONONE HAS COMPLETE DISCRETION TO MODIFY SUCH RULES AND REGULATIONS AT ANY TIME, EXCEPT THAT IT WILL NOT MODIFY ITS POLICY OF EMPLOYMENT AT-WILL.

I authorize OptionONE and/or its agents to confirm all statements contained in my application and/or resume as it relates to the position I am seeking and to the extent permitted by law. I agree to complete any requisite authorization forms for the background investigation. I Authorize and consent to, without reservation, any party or agency contacted by this employer to furnish the above-mentioned information. I hereby release, discharge, and hold harmless any party delivering information to OptionONE or its duly authorized representative pursuant to this authorization from any liability, claims, charges, or causes of action which I may have as a result of delivery or disclosure of above requested information I understand OptionONE employs only individuals who are legally eligible to work in the United States.

Signature

Date