

RAINBOW HOMES JOB APPLICATION



2111 Adelpha Ave., Apt. B Holt, MI 48842
Phone: 517-699-8454 • Fax: 517-699-8454
rainbowhomes@sbcglobal.net
Website: www.rainbow-homes.org

Rainbow Homes is an equal opportunity employer. It is the policy of this organization not to discriminate on the basis of race, sex, religious, natural origin, marital status, veteran status, age, weight, height, color or handicap in the hiring promotion, payment or discipline of employees.

If you are a person with a handicap, you may request any needed reasonable accommodation to participate in the application process or interview process. This request should be made in advance so that accommodations can be made.

Position Applying for: **Executive Director**

Name: _____ Last 4 digits of Social Security # _____

Address: _____ City/State: _____

Zip Code: _____ Phone: _____ Cell: _____

E-mail: _____

Permanent Address if different from above: _____

Emergency Contact: _____ Relationship: _____

Phone: _____ Cell: _____

Have you received a job description for Executive Director? Yes ___ No ___

Why do you want to work for Rainbow Homes? _____

What is your experience working for people with disAbilities? _____

Do you speak a second language? _____ Do you know sign language? _____

The position you have applied for requires driving. Do you have a valid driver's license? Yes ___ No ___

Are you 18 years of age or older? Yes ___ No ___

Can you perform the duties of the job in which you wish to be employed, with or without accommodations? Yes ___ No ___

Have you ever been convicted of a crime? Yes ____ No ____ (Note: an affirmative answer to this question may not automatically preclude you from consideration for employment) If yes, please explain: _____

Are there any felony charges pending against you? Yes ____ No ____ If yes, please explain: _____

Have you ever been employed by this organization before? Yes ____ No ____ If yes, give dates employed and indicate if employed under different name: _____

Please indicate the names of any relatives already employed by this employer: _____

Education (include Elementary, High School, College and/or Trade School)

School	Address	Course of Study	Diploma/Degree

List any additional training in-service or education that may relate to this position:

What skills, hobbies and/or interest do you have to share? _____

What computer programs are you familiar with? _____

Employment History

List below all present and past employment for the last ten years, with your present employment listed first. All sections must be completed.

1. Employer: _____ Address: _____

Phone Number: _____ Supervisor: _____

Position: _____ Duties: _____

Dates of employment: _____ Reason for leaving: _____

2. Employer: _____ Address: _____

Phone Number: _____ Supervisor: _____

Position: _____ Duties: _____

Dates of employment: _____ Reason for leaving: _____

3. Employer: _____ Address: _____

Phone Number: _____ Supervisor: _____

Position: _____ Duties: _____

Dates of employment: _____ Reason for leaving: _____

4. Employer: _____ Address: _____

Phone Number: _____ Supervisor: _____

Position: _____ Duties: _____

Dates of employment: _____ Reason for leaving: _____

May we contact you present employer? Yes ____ No ____

Return application with a resume and references in a sealed envelope to:

Jim Karnes: President of the Rainbow Homes Board of Directors
2111 Adelpha Ave, Apt B
Holt, MI 48842

Applications are due by November 11th, 2019.

If you have any questions, send an email to msuhockeyfan@gmail.com

I hereby give you my permission to contact the above employers, references and educational institutions to verify the items I listed above. I hereby release Rainbow Homes and the above referenced organizations, reference persons and employers from all claims, liability and damages that may result from furnishing the information to you. I expressly and fully waive all written notice from all prior employers. I consent to releasing any information relating to my job performance which is documented in my personal file.

I also understand that because of the nature of my job requirements, I hereby consent to the release of this application or portions of this application to representatives of the Department of Human Services, Department of Community Health and local Community Mental Health agencies, or other governmental or private agencies for all investigatory purposes and to verify information I have listed in this job application, I hereby release Rainbow Homes, the Department of Human Services, Department of Community Health and local Community Mental Health agencies, or other governmental or private agencies from all claims, liability and damages that may result from furnishing this information to you.

I further specifically waive written notice and agree to the divulging of any disciplinary reports, letters of reprimand or other disciplinary action by all prior employers and hereby release my prior employers from all claims, liability and damages that may result from furnishing the information to Rainbow Homes.

Signature: _____ **Date:** _____

I further understand and agree that any falsification, misrepresentation or omission of fact on this application or any interviews or pre-employment process are grounds for disqualification for consideration for employment or termination of employment if the discovery is made after employment begins.

Signature: _____ **Date:** _____

This application will be kept current for one year. You need to complete another application to be reconsidered after this date.

Comments: _____

Revised 10/10/19
Reviewed by MALA