

Employee Application - Daniel's Place, Inc.

Thank you for your interest in employment with Daniel's Place, Inc. Please complete this application fully and accurately. The information you provide will be used to evaluate your qualifications for employment. (**Required*)

Applicants who require a reasonable accommodation during the application process may contact director@daniels-place.org.

Section 1: Personal Information

Please tell us which position you are applying for and when you are available to begin work. This helps us route your application to the appropriate hiring team.

Please provide your basic contact information so we can communicate with you regarding your application. Ensure all information is current and accurate.

The following questions confirm basic employment eligibility requirements. Employment authorization will be verified if an offer of employment is made.

1. **Position you are applying for (circle one):*

Direct Support Professional Volunteer Internship Other _____

2. Date Available to Start: _____

3. **Full Name:* _____

4. **Phone Number:* _____

5. **Email Address:* _____

6. **Street Address:* _____

7. **City / State / ZIP Code:* _____

8. **Are you legally authorized to work in the United States?* Yes / No

9. **Are you at least 18 years of age? Must be over 16 years old* Yes / No

10. ** Have you previously worked for Daniel's Place, Inc.?* Yes / No

11. If yes, please indicate the dates of employment _____

Section 2: Education, Qualifications, and Skills

Please list any education, certifications, training, or coursework relevant to the position. Completion of a degree is not required unless it is directly related to the role.

12. Please list education, certifications, training, or coursework relevant to the position (Completion is not required unless job-related).

13. Please briefly describe your relevant experience, skills, or qualifications for this position.

14. Outline your preferred day(s) and time(s) to work.

Section 3: Employment History and References

Please provide information about your most recent employment. This helps us understand your work experience and responsibilities. You may include additional details if helpful. Please list one or two professional references who can speak to your work experience or qualifications. References may be contacted later in the hiring process.

15. *Employer Name: _____

16. *Job Title: _____

17. *Dates of Employment (From - To): _____

18. *Brief Description of Responsibilities.

19. Reason for Leaving: _____

20. May we contact this employer for a reference? Yes / No

21. Employer Name: _____

22. Job Title: _____

23. Dates of Employment (From - To): _____

24. Brief Description of Responsibilities

25. Reason for Leaving: _____

26. May we contact this employer for a reference? Yes / No

27. *Please list one or two professional references (name, relationship, and contact information).
References may be contacted later in the hiring process.

Equal Employment Opportunity & Applicant Acknowledgment

Please review the information below carefully. By submitting this application, you acknowledge and agree to the statements regarding equal employment opportunity, at-will employment, and the accuracy of the information you have provided.

Section 4

Daniel's Place, Inc. is an Equal Opportunity Employer and does not discriminate on the basis of any protected characteristic. Employment is at-will. Any offer of employment may be contingent upon job-related background checks, reference checks, and verification of identity and authorization to work in the United States.

By submitting this application, I certify that the information provided is true, complete, and accurate to the best of my knowledge.

I agree

Email to director@daniels-place.org or return / mail to Daniel's Place Respite Care.