



Armstrong County Memorial Hospital
 Human Resources Department
 One Nolte Drive
 Kittanning, PA 16201

EMPLOYMENT APPLICATION

Date: ____ / ____ / ____

As an equal opportunity employer, ArmsCare Inc. does not discriminate in hiring or terms and conditions of employment because of an individual's race, creed, color, sex, age, disability, religion, or national origin.

PERSONAL INFORMATION

Last Name	First Name	Middle Name	Prior Name(s)
Street Address	City	State	Zip Code
Telephone Number	Alternate Telephone Number	Are you legally eligible for work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you 18 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have you ever been charged/convicted of a crime? <input type="checkbox"/> Yes <input type="checkbox"/> No	A past conviction does not necessarily prevent you from being considered for employment, but will be only be considered in relation to specific job requirements.	

POSITION DESIRED

Position Applying For	Nursing Specialties - Area of Interest	Desired Schedule (please √ each box that applies)
1st choice:	1st choice:	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Casual
2nd choice:	2nd choice:	<input type="checkbox"/> Temporary <input type="checkbox"/> Day <input type="checkbox"/> Afternoon
Previously employed at ArmsCare? <input type="checkbox"/> Yes <input type="checkbox"/> No	Dates:	<input type="checkbox"/> Nights <input type="checkbox"/> Weekends <input type="checkbox"/> Holidays
Date Available for Employment?		

PROFESSIONAL LICENSES / CERTIFICATIONS

Type	State	Number	Expiration Date
Type	State	Number	Expiration Date

EDUCATION

	Name & Address	# of Years	Major or Specialty	Dip./Degree
High School				
College				
Trade / Business				
Other				

SPECIAL SKILLS AND QUALIFICATIONS

Summarize special skills and qualifications acquired from employment or other experiences that may qualify you for employment:

MISCELLANEOUS INFORMATION

Have you ever served in the U.S. Armed Forces? <input type="checkbox"/> Yes <input type="checkbox"/> No	Branch	Date Entered	Date Discharged
Are you aware of any reason you cannot perform the essential functions of the job(s) you are applying for, with or without reasonable accommodations? <input type="checkbox"/> Yes <input type="checkbox"/> No			

PROFESSIONAL REFERENCES (List three (3) persons who can evaluate your abilities within a work environment.)

Name	Company and Title	Telephone
Name	Company and Title	Telephone
Name	Company and Title	Telephone

List most recent employer first (additional employment should be listed on an attached sheet.) In addition to the information provided below, please attach a current resume if available.

EMPLOYMENT HISTORY

Company Name	Street Address	City	State	Zip Code
Position Held	Employment Dates:	Salary	Reason for Leaving	
		Start:	End:	
Most Recent Supervisor (include title)	Telephone Number	May we contact for a reference?		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Duties:				

Company Name	Street Address	City	State	Zip Code
Position Held	Employment Dates:	Salary	Reason for Leaving	
		Start:	End:	
Most Recent Supervisor (include title)	Telephone Number	May we contact for a reference?		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Duties:				

Company Name	Street Address	City	State	Zip Code
Position Held	Employment Dates:	Salary	Reason for Leaving	
		Start:	End:	
Most Recent Supervisor (include title)	Telephone Number	May we contact for a reference?		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Duties:				

Company Name	Street Address	City	State	Zip Code
Position Held	Employment Dates:	Salary	Reason for Leaving	
		Start:	End:	
Most Recent Supervisor (include title)	Telephone Number	May we contact for a reference?		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Duties:				

AGREEMENT AND RELEASE

My signature below indicates that I have read, I understand and I agree to the following:

I hereby authorize ArmsCare / ACMH to make whatever inquiries and investigations it deems necessary of any person or organization to verify any of the information given in this application and accompanying resume, if any. I understand the results of such inquiries will be used to further determine my qualifications and abilities for the job(s) for which I have applied and that all information obtained by ArmsCare will be used in making a hiring decision. I also authorize any school official and any other person or organization having control of any information pertaining to me, or to my application for employment, to furnish the information to ArmsCare. I hereby release and exonerate any such school official or any other person or organization from any liability whatsoever in relation to compliance with a request for such information from ArmsCare. I have read and completed this application form and fully understand all the questions and answers contained therein. I certify that the information contained in this application and accompanying resume, if any, to the best of my knowledge, is correct. I fully understand and agree that any false statement, misrepresentation, or omission from this application and accompanying resume, if any, will justify and, at the option of ArmsCare, may cause my dismissal from employment at ArmsCare, regardless of the time when any statement may be found to be false, misrepresented, or omitted. I understand that as a condition of employment, I must be available to work any shift as required.

Signature:

Date:

Applicant Data Form---Pre Offer

The federal government under Executive Order 11246 requires the corporation to report sex and race/ethnic origin of applicants for employment. Submission of information is voluntary, and failure to provide it will not subject you to any adverse treatment. Your cooperation is appreciated.

Name: _____
Last
First
M.I.

Date of Application: _____ / _____ / _____

Position(s) Applied For: _____

Indicate how you learned of this vacancy:

- Posting / Job Recording
- Employee
- Direct Inquiry to Personnel
- Advertisement---Please specify source _____
- Organization---Please specify _____
- Other---Please specify _____

Indicate Sex and Race/Ethnic Group:

- Male Female
- White, not of Hispanic Origin
- Black, not of Hispanic Origin
- Asian or Pacific Islander, including persons having origins in the Indian subcontinent
- Hispanic
- American Indian or Alaskan Native

ArmsCare Inc. is an equal opportunity corporation and does not discriminate on the basis of race, color, sex, national origin, religion, age, disability or veteran status in admission or access to, or treatment or employment in, its programs and activities. Individuals who may have inquiries regarding the corporation's policy and procedures should contact the Human Resources Department at 724-543-8411