

HALO NETWORK, INC

CENTER FOR EDUCATION AND ADVOCACY FOR INDEPENDENT LIVING
221 BROADWAY, SUITE 206 AMITYVILLE NY 11701
STATEMENT OF POLICY

HALO NETWORK, INC., is an Equal Opportunity Employer. HALO NETWORK, Inc. shall not discriminate against any person on the basis of race, color, creed, sex, age, national origin, political affiliation, beliefs, sexual orientation or disability nor does it contract with any person or entity that does not stipulate and implement nondiscriminatory practices.

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

DATE _____

NAME _____
LAST FIRST MIDDLE

PRESENT ADDRESS _____
STREET CITY STATE ZIP CODE

PERMANENT ADDRESS _____
STREET CITY STATE ZIP CODE

TELEPHONE NUMBER () _____ SOCIAL SECURITY # _____ - _____ - _____

EMPLOYMENT DESIRED

POSITION DESIRED? DATE YOU CAN START? SALARY
DESIRED?

ARE YOU EMPLOYED NOW? _____

IF SO MAY WE CONTACT YOUR PRESENT EMPLOYER? _____

EDUCATION

	NAME & ADDRESS	YEARS ATTENDED	DATE GRADUATED/RANK	SUBJECT STUDIED
HIGH SCHOOL				
COLLEGE				
OTHER				
US MILITARY				

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EMPLOYMENT HISTORY

MONTH/YEAR	EMPLOYERS NAME/ADDRESS	SALARY	POSITION	REASON FOR LEAVING
From: _____ To: _____				
From: _____ To: _____				
From: _____ To: _____				
From: _____ To: _____				

REFERENCES

NAME	ADDRESS	PHONE	BUSINESS	YEARS ACQUAINTED

PHYSICAL RECORDS

Do you have any impairment, physical, mental, or medical which would interfere with your ability to perform the job for which you have applied? _____ If so please give details below.

I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts is called for immediate dismissal.

SIGNATURE _____

DATE _____

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**THE FOLLOWING REQUIREMENTS MUST BE SUBMITTED AND
APPROVED PRIOR TO WORKING FOR YOUR CONSUMER**

- ❖ Completed application.
- ❖ Criminal background check
- ❖ Pre-employment physical examination
- ❖ PPD upon hire or chest x-ray (if you have history of a positive PPD)
- ❖ 2 original and unexpired forms of ID (please see list of acceptable documents listed on the back of the I-9 form)

It's your responsibility to make sure your application is approved before you start working. If you have any questions please call Lena Harris at (631) 789-7373 ext.101