



APPLICATION FOR EMPLOYMENT

Instructions: Type or print legibly using black ink. Fill out the application form completely; if questions are not applicable, enter "N/A." Attach a resume, if available. **ELKA** is an equal opportunity employer and does not discriminate on the basis of race, color, creed, national origin, age, sex marital status, disability or any other occupationally irrelevant criteria.

PERSONAL INFORMATION

DATE OF APPLICATION: _____

Name: _____ **Social Security #** _____ - _____ - _____

Last

Address:

Street

Contact Information:

Home Phone #

DOB:

How did you learn about our company? ☐ Internet ☐ Word of Mouth ☐ Job Fair ☐ Other

Position(s) for which you are applying:**Date available for work:**

Salary Expected \$ ☐ Full Time ☐ Part Time ☐ Contractor ☐ Intern/Volunteer

EDUCATION

Circle Highest Year Completed: Grade: 1 2 3 4 5 6 7 8 9 10 11 12												GED	College: 1 2 3 4				Graduate: 1 2 3 4			
Name and Address of Schools Attended	Number of Credits Completed		Graduate?		Date	Degree received	Major Field of Study													
			Yes	No																
High School (last attended)			☐	☐																
College or University			☐	☐																
Technical or Vocational School			☐	☐																
Other Schools Attended			☐	☐																

Current professional registrations/licenses/certifications (indicate types and dates received):

Special Skills/Qualifications: List all special skills you possess and machines or office equipment you can use (including information systems hardware/software):

 Applicant's Signature	 Date
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ELKA Staff Member ONLY:

Role for Hire: ☐ Administrative Assistant ☐ Office Manager ☐ Clinical Director

☐ Clinical Manager ☐ Nurse Practitioner (CRNP) ☐ Clinical Manager

☐ Therapist ☐ Psychiatric Rehabilitation Coordinator / Counselor ☐ Rehabilitation Specialist

☐ Other _____

Salary Identified: _____

Type of Employment:

☐ Full Time ☐ Part Time ☐ Contractor/Fee for Service ☐ Intern/Volunteer ☐ Other: