

**COMPLETE  
IN  
BLUE INK**

**Kanawha Valley Senior Services**  
 2428 Kanawha Blvd., E., Charleston, West Virginia 25311  
 T: 304.348.0707 F: 304.348.6432 E: info@kvss.org

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IN  
BLUE INK**

<b>Name:</b>		<b>Email:</b>
<b>Address:</b>		<b>Home Phone:</b> <span style="float:right"><b>Cell Phone:</b></span>

PLEASE MARK POSITION APPLYING FOR					Part-Time	Full-Time
					Please Mark Category Above	
<b>Social Services</b>	<b>Respite/Day Center</b>	<b>In-Home Caregiver</b>	<b>Nutrition Cook</b>	<b>Driver</b>	<b>List Other:</b>	
Are you willing to work weekends and holidays?					YES	NO
Are you willing to work overtime?					YES	NO
Do you have a valid Driver's License?					YES	NO
Drivers License Number (list issuing state)						

KVSS  
Application  
for  
Employment

**EDUCATIONAL BACKGROUND**

<b>Highest Level of Education Completed:</b>	7 8 9 10 11 12 Associates Bachelors Masters	<b>College Hours Completed:</b>
Please list all additional training and/or professional licenses or certifications received:		<b>College Degree Program:</b>
How did you hear about KVSS?		<b>Year Graduated:</b>
Have you ever been employed by KVSS?    Yes    No		<b>KVSS Supervisor:</b>
Date Range:		

**EMPLOYMENT HISTORY**

<b>Company Name:</b>		<b>Last Wage:</b>
<b>Title:</b>		<b>Contact:</b>
<b>Duties:</b>		<b>Phone:</b>
<b>Address:</b>		<b>Dates of Employment:</b>
<b>Reason for Leaving:</b>		
<b>Company Name:</b>		<b>Last Wage:</b>
<b>Title:</b>		<b>Contact:</b>
<b>Duties:</b>		<b>Phone:</b>
<b>Address:</b>		<b>Dates of Employment:</b>
<b>Reason for Leaving:</b>		
<b>Company Name:</b>		<b>Last Wage:</b>
<b>Title:</b>		<b>Contact:</b>
<b>Duties:</b>		<b>Phone:</b>
<b>Address:</b>		<b>Dates of Employment:</b>
<b>Reason for Leaving:</b>		

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### IMMIGRATION REFORM AND CONTROL ACT

The Immigration Reform and Control Act of November 6, 1986 requires employment applicants to prove the legality of residency or citizenship. The failure to provide such proof at the time of request may legally force ineligibility for employment or termination of employment. Applicants will be required to submit to a criminal background check. Kanawha Valley Senior Services can terminate employment (or consider someone ineligible for employment) based on the findings of a Criminal Background Check. Kanawha Valley Senior Services is a drug free work place; therefore, applicants may be subjected to random screening.

**I understand that no information contained in this Employment Application or in the granting of an interview is intended to create a contract between Kanawha Valley Senior Services and myself.**

**I have read and understand the above information. By signing this application I attest that all information I have provided Kanawha Valley Senior Services is true and accurate to the best of my knowledge.**

My signature on this application authorizes Kanawha Valley Senior Services to use any information I have provided for purposes used in processing my Application for Employment.

X

**Applicant Signature**

**Date**

**Kanawha Valley Senior Services, Inc. is an Equal Employment Opportunity Employer.  
KVSS does not discriminate against any individual on the basis of race,  
religion, sex, handicap, age or national origin.**

### ALL APPLICANTS MUST COMPLETE THREE REFERENCES

Reference Name 1:		Email:
Reference Title:		Phone:
Reference Name 2:		Email:
Reference Title:		Phone:
Reference Name 3:		Email:
Reference Title:		Phone: