

**APPLICATION
FOR EMPLOYMENT**

**CROSSROADS DIVERSIFIED SERVICES, INC.
9300 TECH CENTER DRIVE, SUITE 100
SACRAMENTO, CA 95826
(916) 568-5230**

Thank you for your interest in employment with Crossroads. In order that your application and qualifications for employment may be given adequate review and consideration, please follow these application instructions. Failure to follow instructions will result in your application materials being rejected.

1. Complete all questions on the application form. Your application must contain accurate salary history.
2. You will be given a position announcement describing the position, its duties and qualifications desired. Please ensure that you meet the minimum qualifications for the position before proceeding with the application.
3. Applicants may be required to have a current driver's license and adequate personal vehicle insurance coverage. Some positions may require a recent DMV print out. Final hire will be contingent upon meeting the license and insurance requirements.
4. The interview process may include any of the following procedures, depending on the position for which you are applying: Oral interview, written tests, or situational exercises.
5. If offered a position, you must provide evidence of your eligibility to work in the United States.
6. A criminal background check (state or federal) may be required. If so, employment with us will be contingent on your successfully passing the background check.

Thank you for applying at Crossroads and Good Luck!

Please Print or Type

Date _____ SS# _____

Name _____
Last First Middle

Business Telephone () _____ Home Telephone () _____

Present Address _____
No. Street City State Zip

EMPLOYMENT DESIRED

Position applying for: _____

Are you applying for: Regular Full-Time Regular Part-Time Temporary On-Call

Availability: Mon Tue Wed Thurs Fri Sat Sun

If applying for temporary work or on-call work, during what period(s) of time would you be available?

Would you be available to work overtime? Yes No

If hired, on what date can you start work? _____ Salary desired _____

How did you learn about Crossroads? _____

PERSONAL INFORMATION

Have you ever applied to or worked for Crossroads before? Yes No If yes, when? _____

Do you have any friends or relatives working for Crossroads? Yes No

If yes, state name(s) and relationship _____

If hired, would you have a reliable means of transportation to and from work? Yes No

If a driver's license is required for the position for which you are applying, do you have a valid driver's license?

Yes No License No. _____ Expiration Date _____

Have you been cited for a traffic violation of any kind within the last FIVE (5) years? Yes No

If yes, please give details: _____

Are you at least 18 years old? Yes No

If hired, can you furnish proof that you are over 18 years of age? Yes No

If hired, can you present evidence of your legal right to work in this country? Yes No

Have you ever pled guilty or "no contest" to, or been convicted of a felony, or serious misdemeanor? Yes No

A conviction record will not necessarily be a bar to employment. Factors such as age and time of the offense, seriousness and nature of the violation, and rehabilitation will be taken into account.

If yes, give details and dates of each: _____

Are you currently employed? Yes No If so, may we contact your present employer? Yes No

EDUCATION, TRAINING AND EXPERIENCE

School	Name & Address	Years Completed	Did you Graduate?	Degree / Diploma or License
High School			Yes No	
College/ University			Yes No	
Vocational/ Business			Yes No	
Other			Yes No	

Do you speak, write or understand any foreign languages (including American Sign Language)? Yes No

If yes, which languages? _____

Do you have any other experience, training, qualifications or skills that you feel make you especially suited for work at Crossroads? If so please explain. (Include any military experience.)

EMPLOYMENT HISTORY

Please give accurate employment record for all prior work. Start with your present or most recent employer.

Company Name: _____	Telephone: () _____
Address: _____	Employed (Month and Year):
Name of Supervisor: _____	From: _____ / _____ To: _____ / _____
Job Title/Brief description of your duties:	Wages:
	Start: _____ / _____ Last: _____ / _____
	Reason for Leaving:

Company Name: _____	Telephone: () _____
Address: _____	Employed (Month and Year):
Name of Supervisor: _____	From: _____ / _____ To: _____ / _____
Job Title/Brief description of your duties:	Wages:
	Start: _____ / _____ Last: _____ / _____
	Reason for Leaving:

Company Name: _____	Telephone: () _____
Address: _____	Employed (Month and Year):
Name of Supervisor: _____	From: _____ / _____ To: _____ / _____
Job Title/Brief description of your duties:	Wages:
	Start: _____ / _____ Last: _____ / _____
	Reason for Leaving:

Company Name: _____	Telephone: () _____
Address: _____	Employed (Month and Year):
Name of Supervisor: _____	From: _____ / _____ To: _____ / _____
Job Title/Brief description of your duties:	Wages:
	Start: _____ / _____ Last: _____ / _____
	Reason for Leaving:

Have you ever been terminated or asked to resign from any job: Yes No
 If yes, explain circumstances: _____

Please explain fully any gaps in your employment history (if laid off, give reason):

Did you serve in the U.S. Armed Forces? Yes No	If yes, what are your years of service and branch?
What type of discharge did you receive? _____	_____

REFERENCES

List below three references (not related to you) that have knowledge of your work performance:

Name	Telephone Number	Occupation	Number of years Acquainted
1.			
2.			
3.			

THIS APPLICATION WILL BE CONSIDERED ACTIVE FOR A MAXIMUM OF THIRTY (30) DAYS. IF YOU WISH TO BE CONSIDERED FOR EMPLOYMENT AFTER THAT TIME, YOU MUST REAPPLY. PLEASE READ AND SIGN THE FOLLOWING:

I understand that the Company may investigate my driving record and my criminal record. I further understand that the Company may contact my previous employers, and I authorize those employers to disclose to the Company all records and information pertinent to my employment with them. In addition to authorizing the release of any information regarding my employment, I hereby fully waive any rights or claims I have or may have against my former employer, their agents, employees, and representatives, as well as other individuals who release information to the Company, and release them from any and all liability, claims or damages that may directly or indirectly result from the use, disclosure, or release of any such information by any person or party, whether such information is favorable or unfavorable to me.

I authorize the persons named herein as personal references to provide the Company with any pertinent information they may have regarding myself.

I hereby state that all the information that I provided on this application or any other documents filled out in connection with my employment, and in any interview is true and correct. I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand that if I am employed and any such information is later found to be false in any respect, I may be dismissed. I understand if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete a Form I-9 in this regard.

If hired, I agree as follows: My employment and compensation is terminable at will, is for no definite period, and my employment and compensation may be terminated by the Company at any time, without good cause at the option of either the Company or myself. No implied, oral, or written agreements contrary to the express language of this agreement are valid unless they are in writing signed by an authorized representative of the Company. No supervisor or representative of the Company, other than the CEO of the Company has any authority to make any agreements contrary to the foregoing. This agreement is the entire agreement between the Company and the employee regarding the right of Company or employee to terminate employment without good cause, and this agreement takes the place of all prior and contemporaneous agreements, representations, and understandings of the employee and the Company.

If you have any questions regarding this statement, please ask a Company representative before signing. I hereby acknowledge that I have read the above statements, understand and agree to the same.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE STATEMENT & AGREEMENT

Applicants Signature

Date