



# IHS Services, Inc.

667-D Lakeview Plaza Blvd, Worthington, Ohio 43085 – (614) 436-0854

## Application for Employment

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Phone #: \_\_\_\_\_

Present Address: \_\_\_\_\_

Do you live inside City Limits? \_\_\_\_\_ School District: \_\_\_\_\_

Have you ever applied to this agency before? \_\_\_\_\_ If yes, When? \_\_\_\_\_ Where? \_\_\_\_\_

Type of employment desired? Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Temporary \_\_\_\_\_

Referred by: \_\_\_\_\_

Are you currently employed? \_\_\_\_\_ If yes, may we inquire of your present employer? \_\_\_\_\_

Date you can start: \_\_\_\_\_

List Below Last Four Employers, Starting with the Last one First

Date/ Month/ Year	Name and Address of Employer	Salary	Position	Reason for Leaving
From				
To				
From				
To				
From				
To				
From				
To				

Give below the names of **3 Professional References**. All must be prior supervisors. One must be your current or latest employer. We will not contact your present or latest employer until you have accepted a position with us.

Name	Complete Address	Phone # with area code	Professional Relationship	Years Known

Do you give us the right to investigate all references and secure additional information about you if job related, and do hereby release us from liability for seeking such information and all other persons, corporations, or organizations for furnishing such information? Yes \_\_\_\_\_ No \_\_\_\_\_

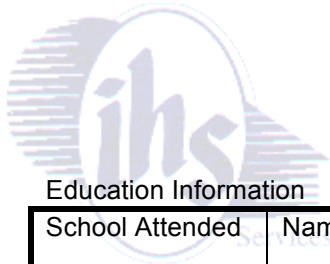
Are you legally eligible for employment in this country? \_\_\_\_\_

Have you been a resident of Ohio for the last 5 years? \_\_\_\_\_

Can you provide proof of the following as required by our insurance company? Answer Yes or No.

Valid Ohio Driver's License: \_\_\_\_\_ Clear Driving Record: \_\_\_\_\_

Proof of Auto Insurance: \_\_\_\_\_ 21 years of age or older: \_\_\_\_\_



Education Information

School Attended	Name/ Location of School	Years Completed	Did you Graduate?	Subjects Studied
High School				
College				
Trade, Business, Correspondence, or Other School				

If you did not complete High School, do you have the equivalent of a diploma? \_\_\_\_\_  
 Other technical / military training: \_\_\_\_\_  
 \_\_\_\_\_

State law requires we not employ people who have been convicted of a certain felonies. Have you been convicted of a felony listed on the next page? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been convicted of a DUI? Yes \_\_\_\_\_ No \_\_\_\_\_

In the event that you are hired, you will be required to obtain a criminal background check. The results of the background check will be kept on file. Will you make yourself available for fingerprinting prior to your first day of work? Yes \_\_\_\_\_ No \_\_\_\_\_

You will be required to be certified in CPR prior to your first day of work.  
 Do you have a current CPR certification? Yes \_\_\_\_\_ Expiration date: \_\_\_\_\_ No \_\_\_\_\_

Do you have any of the following certifications currently?

- |  |  |
|--|--|
| _____ Medication Administration (Cert 1)       | _____ G-tube Certification (Cert 2)                |
| _____ Insulin Injection Certification (Cert 3) | _____ STNA (State tested nurse aide) or equivalent |
| _____ First Aid – Expiration date _____        | _____ Behavior mgmt                                |
|  | _____ Other  |

Do you understand that if you are hired, you may be required to furnish proof of physical examination, current within a year, including TB test and/ or Chest X-ray at your expense? The results of these exams/tests (if asked for) must be submitted to us and a copy kept in your personnel file. Yes \_\_\_\_\_ No \_\_\_\_\_

Do you understand that any misrepresentation by you on this application will be sufficient cause for cancellation of this application and/or separation from our employ if you have been employed? Yes \_\_\_\_\_ No \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

District Manager Signature of review \_\_\_\_\_ Date: \_\_\_\_\_

**For Office Use: DO NOT WRITE BELOW THIS LINE**

Recommended by: \_\_\_\_\_ Date: \_\_\_\_\_  
 Administrator Authorization: \_\_\_\_\_ Date: \_\_\_\_\_  
 Recommendation for Employment: \_\_\_\_\_ Hire Date: \_\_\_\_\_  
 Job Title: \_\_\_\_\_ Pay Rate When Hired: \_\_\_\_\_  
 Start Date: \_\_\_\_\_



**OHIO REVISED CODE**

2903.01	Aggravated Murder	2919.12	Unlawful Abortion
2903.02	Murder	2919.22	Endangering Children
2903.03	Voluntary Manslaughter	2919.23	Interference with Child Custody
2903.04	Involuntary Manslaughter	2919.24	Contributing to Unruliness or Delinquency of a Child
2903.11	Felonious Assault		
2903.12	Aggravated Assault	2919.25	Domestic Violence
2903.13	Assault	2923.12	Carrying a Concealed Weapon
2903.16	Failing to Provide for Functionally Impaired Person	2923.13	Having Weapons While Under Disability
		2923.161	Improperly Discharging a Firearm at or into Habitation or School
2903.21	Aggravated Menacing		
2903.34	Patient Abuse or Neglect	2925.02	Corrupting Another with Drugs
2905.01	Kidnapping	2925.03	Drug Trafficking Offenses
2905.02	Abduction	2925.04	Illegal Manufacture of Drugs or Cultivation of Marijuana
2905.04	Child Stealing		
2905.05	Criminal Child Enticement	2925.05	Funding of Drug of Marijuana Trafficking
2907.02	Rape	2925.06	Illegal Administration or Distribution of Anabolic Steroids
2907.03	Sexual Battery		
2907.04	Unlawful Sexual Conduct with a Minor	2925.11	Possession of Drugs and Drug Abuse
2907.05	Gross Sexual Imposition	3716.11	Placing Harmful Objects in Food or Confection
2907.06	Sexual Imposition		
2907.07	Importuning		
2907.08	Voyeurism	5123:2-1-051 (2)	A felony contained in the Revised Code that is not listed in Paragraph (J) (1) of this rule, if the felony bears a direct and substantial relationship to the duties and responsibilities of the position being filled;
2907.09	Public Indecency		
2907.10	Felonious Sexual Penetration		
2907.21	Compelling Prostitution		
2907.22	Promoting Prostitution		
2907.23	Procuring	5123:2-1-051 (3)	Any offense contained in the Revised Code constituting a misdemeanor of the first degree on the first offense and a felony on a subsequent offense, if the offense bears a direct and substantial relationship to the position being filled and the nature of the services being provided;
2907.25	Prostitution		
2907.31	Disseminating Matter Harmful		
2907.32	Pandering Obscenity		
2907.321	Pandering Obscenity Involving a Minor		
2907.322	Pandering Sexually Oriented Matter Involving a Minor		
2907.323	Illegal Use of a Minor in Nudity-Oriented Material or Performance	5123:2-1-051 (4)	A violation of an existing or former municipal ordinance or law of this state, any other state, or the United States, if the offense is substantially equivalent to any of the offenses listed or described in paragraph (J)(1), (J)(2), or (J)(3) of this rule.
2911.01	Aggravated Robbery		
2911.02	Robbery		
2911.11	Aggravated Burglary		
2911.12	Burglary to Juveniles		

By signing the Ohio Revised Code you are not only signing stating that you have not committed any of the above mentioned felonies (from rule 5123:2-1-051 (J)) you are also stating that you will notify IHS Services, Inc. within 14 days if you are formally charged with, convicted of or plead guilty to any disqualifying offense. Failure to report formal charges, a conviction, or a guilty plea may result in being dismissed from employment.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 (Please keep with Application)