

Kanawha Valley Senior Services, Inc. 1710 Pennsylvania Avenue Charleston, WV 25302 T: 304.348.0707 F: 304.348.6432 www.KVSS.org											
Name:							Email:				
Address:							Home Phone: Cell Phone:				
Position Applying For Please Check One:								KVSS Application for Employment Complete in Blue Ink			
						Part-Time Full-Time					
Admin	Nutrition Driver	Transport Driver	Caregiver	Day Program	Please Mark Category Above						
					Volunteer?:						
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 (<u>list issuing state</u>)											
Educational Background											
Circle Highest Level of Education Completed:		7 8 9 10 11 12 Associates Bachelors Masters						College Degree Program:			
Please list all additional training and/or professional licenses or certifications received:								Year Graduated:			
Have you ever been employed by KVSS?		Yes	No	Date Range:				Who was your Supervisor:			
Employment History											
Company Name:						Contact:					
Title:						Contact Phone:					
Main Duties:						Dates of Employment:					
Address:											
Reason for Leaving:											
Company Name:						Contact:					
Title:						Contact Phone:					
Main Duties:						Dates of Employment:					
Address:											
Reason for Leaving:											
<small>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. KVSS can terminate employment (or consider someone ineligible for employment) based on the findings of a Criminal Background Check. KVSS is a drug free work place; therefore, applicants may be subjected to random screening.</small>											
<small>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. 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 authorizes KVSS to use any information I have provided for purposed used to process my application.</small>											
<div style="font-size: 2em; font-weight: bold; display: inline-block; margin-right: 10px;">X</div>											
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 PROVIDE THREE REFERENCES

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