

RESTON PODIATRY ASSOCIATES, LTD.
APPLICATION FOR EMPLOYMENT

RESTON PODIATRY ASSOCIATES, LTD. complies with the law regarding reasonable accommodation for disabled employees. Applicants requiring reasonable accommodation in order to participate in the interview process are requested to contact the Director of Human Resources in order to arrange such accommodation.

We are an equal opportunity employer and always employ qualified individuals based upon job related qualifications regardless of race, religion, color, sex, national origin, age, disability or any other classification proscribed under federal, state or local law.

Date Of Application: _____ Salary Desired _____
Position Desired: _____ Social Security Number _____

Name _____

Street Address: _____

City _____ State _____ Zip _____

Phone _____ Referred by _____

Date Available to Begin _____ Full or part time _____

Specify days and hours if part time. _____

If required, would you be willing to work: Evening/night shift: yes ___ no ___ Overtime: yes ___ no ___

Have you ever worked for **RESTON PODIATRY ASSOCIATES, LTD.** before. If so, when _____

If job is offered, will you be able to provide verification of your legal right to work in the United States?

Yes _____ No _____

Have you been convicted of a felony within the last five years? yes _____ no _____ If yes, please describe briefly.

(the existence of a criminal conviction does not constitute an automatic bar to employment. Convictions will only be considered in relation to specific job requirements.)

Are you eligible to receive any and all licenses/permits required by law to perform the position (s) for which you are applying? Yes _____ no _____

EDUCATION AND TRAINING

List any educational degrees, programs or courses that you have taken which would be helpful for performance of you job. Include present enrollments.

<u>Name of School City and State</u>	<u>Course of Study</u>	<u>Number of Years Attended</u>	<u>Degree or Certification</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

WORK HISTORY

Please provide information concerning your work history by filling this section out completely. Verified work performed on a volunteer basis may be listed. (If more space is needed, write on a separate page) You may attach a resume.

Company Name and Address	dates Employed To: From:	job titles or Duties	starting salary	ending salary	Reason for leaving
Supervisor: _____					
Phone Number: _____					
Supervisor: _____					
Phone Number: _____					
Supervisor: _____					
Phone Number: _____					
Supervisor: _____					
Phone Number: _____					
Supervisor: _____					
Phone Number: _____					

Please circle the name of any employer or supervisor whom you do not want contacted at this time. Please use this space to discuss special skills, talents, or attributes which you have acquired that may assist you in the performance of the job for which you are applying: _____

CERTIFICATION OF INFORMATION: I certify that the information given herein is true and complete to the best of my knowledge. I authorize you to make such investigations and inquiries of the information provided herein, and other matters related thereto, as may be necessary. I hereby release employers, schools, and other persons, institutions or businesses from all liability in responding to inquiries in connection with my application. I understand that false or misleading information given in my application or during interviews may result in a refusal to hire, or discharge in the event of employment. I understand that I shall be required to provide documentation establishing my legal authorization for employment nor a guarantee of employment. The Employer Equal Opportunity Employer, and shall treat all employees and all applicants for employment equally and fairly based upon job related qualifications and in accordance with all applicable local, state and federal laws.

DATE

SIGNATURE OF APPLICATION

THIS APPLICATION WILL BE HELD ON FILE FOR 30 DAYS