



## APPLICATION FOR EMPLOYMENT

Kenyon Sunset Home \* Gunderson Gardens \* Gunderson Suites \* Gunderson Rose Wing \* Volunteer Opportunities

Application Date:	Position Desired:	Certifications:	Where Did You Hear About This Position?

Applications must have complete information (e.g. a reference's phone number, start and end date , signature on back page, etc.)

APPLICANT INFORMATION			
Last Name	First	M.I.	
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available		Desired Salary	
Other Names Worked Under			
Have you applied here before?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Have you ever worked or volunteered for this organization?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, When?
What is your work schedule preference?	Day <input type="checkbox"/>	Evening <input type="checkbox"/>	Nights <input type="checkbox"/>
		Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> On-Call <input type="checkbox"/> Temporary <input type="checkbox"/>	

EDUCATION			
<b>High School</b>	Address		
Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
<b>College</b>	Address		
Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
<b>Other</b>	Address		
Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

OTHER	
Do you have the legal right to work in the United States?	YES <input type="checkbox"/> NO <input type="checkbox"/>
List any restriction:	
Have you ever been discharged or asked to resign for a position?	YES <input type="checkbox"/> NO <input type="checkbox"/>
If yes please explain:	
Are you at least 16 years of age?	YES <input type="checkbox"/> NO <input type="checkbox"/>
May we contact your present employer?	YES <input type="checkbox"/> NO <input type="checkbox"/>

**REFERENCES**

*Please list three professional references; complete boxes in full.*

<b>Full Name</b>	Relationship
Company	Phone ( )
Address	
<b>Full Name</b>	Relationship
Company	Phone ( )
Address	
<b>Full Name</b>	Relationship
Company	Phone ( )
Address	

**WORK EXPERIENCE-**  
**IMPORTANT: LIST NAMES AND ADDRESSES OF PRESENT AND ALL FORMER EMPLOYERS FOR THE LAST 10 YEARS; STARTING WITH THE MOST CURRENT. IF THERE IS INSUFFICIENT SPACE BELOW, PLEASE ATTACH ADDITIONAL SHEET WITH YOUR PRIOR WORK EXPERIENCE.**

<b>Company</b>	Phone ( )
Address	Supervisor
Job Title	Starting Salary \$ Ending Salary \$
Responsibilities	
From To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Company</b>	Phone ( )
Address	Supervisor
Job Title	Starting Salary \$ Ending Salary \$
Responsibilities	
From To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Company</b>	Phone ( )
Address	Supervisor
Job Title	Starting Salary \$ Ending Salary \$
Responsibilities	
From To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Company</b>	Phone ( )
Address	Supervisor
Job Title	Starting Salary \$ Ending Salary \$
Responsibilities	
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May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Company</b>	Phone ( )
Address	Supervisor
Job Title	Starting Salary \$ Ending Salary \$
Responsibilities	
From To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>	

<b>Company</b>		Phone	( )
Address		Supervis or	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

<b>Company</b>		Phone	( )
Address		Supervis or	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

**Occasionally the format of an application makes it difficult for an individual to adequately summarize his/her complete background. To assist us in evaluating your application, use the space below to summarize any additional information necessary to describe your full qualifications. Please feel free to mention any prior Military Service experience that you would feel could be beneficial to this position.**

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**Job offer not valid until Reference Checks are completed and applicant's Background Check and Drug Test results are received and reviewed.**

## PLEASE READ CAREFULLY BEFORE SIGNING

### DISCLAIMER AND SIGNATURE

Kenyon Senior Living  
127 Gunderson Blvd  
Kenyon, MN 55946  
(507) 789-6134

I clearly understand, agree to, and accept the foregoing as a condition to hire.

In submitting this application, I also understand that false statements or omissions may disqualify me for employment or cause my subsequent dismissal. I authorize this organization to investigate all statements on this application including my employment record. I understand that my employment may be contingent upon successful completion of a criminal background investigation, as well as a drug test.

I certify that all statements I have made on this application are true and complete to the best of my knowledge; I have withheld nothing that would, if disclosed, affect this application unfavorably.

I understand that this employment application and any other Kenyon Senior Living documents or manuals do not constitute contracts of employment, and any oral or written statement to the contrary are hereby expressly disavowed and should not be relied upon by any prospective or existing employee, any individual who is hired may voluntarily leave employment upon proper notice, and may be terminated by the employer at any time for any reason.

I hereby authorize my previous schools, employers, and personal references permission to furnish Kenyon Senior Living with facts and opinions as to my job performance, capabilities and desirability's as an employee, including employment data from my personnel file. I further release past schools, employers and all persons whoever from any damage because of furnishing said information.

I hereby acknowledge that I have read the above statements and understand them.

Signature

Date

# EMPLOYMENT IS CONTINGENT ON PASSING A DRUG TEST AND A BACKGROUND CHECK.

In accordance with Federal law and the U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, religion and familiar status.

This institution is an equal opportunity provider and employer.

