



Application for Employment

Return to:
 Acadiana Youth, Inc.
 P.O. Box 92078
 Lafayette, LA 70509
 Fax: 337-237-0806

Please print or type.

Equal access to programs, services, and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

Personal Information

Position(s) applied for		Date of Application						
Name (last, first, middle)		Date Available for work						
Address		City, State, Zip						
Primary Phone	Secondary Phone	Social Security Number						
Have you ever been employed here before?		<input type="checkbox"/> Yes <input type="checkbox"/> No						
Are you legally eligible for work in this country?		<input type="checkbox"/> Yes <input type="checkbox"/> No						
Are you able to meet the attendance requirements of the position?		<input type="checkbox"/> Yes <input type="checkbox"/> No						
Availability	Shift	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	7-3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3-11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	11-7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you been convicted of a crime in the last seven (7) years?		<input type="checkbox"/> Yes <input type="checkbox"/> No						
If yes, please explain (use attached sheet if necessary).								
(Conviction will not necessarily be a bar to employment. Each instance and explanation will be considered in relation to the position for which you are applying.)								
Driver's license number		Expiration Date		State of Issue				
Type of Employment Desired <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Temporary <input type="checkbox"/> Seasonal <input type="checkbox"/> Educational (internship)								
Desired Location of Employment (check all that apply and indicate rank (1 st , 2 nd , 3 rd) if more than one)		Stepping Stones		The Children's Shelter		Maison de Mère		

Employment History

Provide the following information for your past four (4) employers, assignments, or volunteer activities, starting with the most recent.

From	To	Employer	Telephone ()
Job Title		Address	
Immediate Supervisor and Title		Summarize the nature of the work performed and job responsibilities	
Reason for Leaving		Hourly rate/salary	
From	To	Employer	Telephone ()
Job Title		Address	
Immediate Supervisor and Title		Summarize the nature of the work performed and job responsibilities	
Reason for Leaving		Hourly rate/salary	
From	To	Employer	Telephone ()
Job Title		Address	
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For office use only: Date application received _____ Interview scheduled _____ Interview date and time _____
 Hire date _____ Starting salary _____ Comments _____

From	To	Employer	Telephone ()
Job Title		Address	
Immediate Supervisor and Title		Summarize the nature of the work performed and job responsibilities	
Reason for Leaving		Hourly rate/salary	

Skills and Qualifications

Summarize any training, skills, licenses, and/or certificates that may qualify you as being able to perform any job-related functions in the position for which you are applying (e.g. CPR, First Aid, etc.).

Educational Background

Name and Location	Years Completed	Did you graduate?		Course of Study
High School				
College		Major	Degree	
Other				

References

Name	Telephone	Years Known

I understand that if I am employed, any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate discharge from the employer's services, whenever it is discovered.

I give the employer the right to contact and obtain information from all references, employers, educational institutions and to otherwise verify the accuracy of the information contained in this application. I hereby release from liability the employer and its representatives for seeking, gathering, and using such information and all other persons, corporations or organization for furnishing such information.

The employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by local, state, or federal law.

This application is current for only 60 days. At the conclusion of this time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no representative of the employer, other than an authorized officer, has the authority to make any assurances to the contrary. I further understand that any such assurances must be in writing and signed by an authorized officer.

I understand it is this company's policy not to refuse to hire a qualified individual with a disability because of that person's need for a reasonable accommodation as required by the ADA.

I also understand that if I am hired, I will be required to provide proof of identity and legal work authorization.

I represent and warrant that I have read and full understand the foregoing and seek employment under these conditions.

Signature of applicant _____ Date _____

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Please answer the following questions.

- 1) The residents are in the living room engaged in an argument over which radio station to listen to. They are face to face, inches apart. They are yelling almost at the top of their voices. How would you intervene?

- 2) A resident is on demotion which means Level 0 for seven days. She has no privileges, outings, or phone calls. She comes to you and asks, "Please, I'm so homesick and my mom is going to be out of town by the time I get off demotion, I need to talk to my mother. Can I call her?" What would be your reply?

- 3) A resident comes up to you and begins discussing her personal life including an explicit description of her sexual encounters. She then asks you if you are married, if not, then wants to know if you are a virgin, how many times you have had sex, etc. How would you handle this situation?

- 4) You are sitting around the dinner table with the residents after a meal and the discussion turns to Religion. They begin asking you questions about the bible that would require your own personal interpretation—specifically questions about the book of Revelations. How would you direct your response?

- 5) You become aware of some dissension among residents. It appears that there are two factions, black residents and white residents. A resident comes up to you and says that some staff members favor residents of one race more than the other race. What would you say?

- 6) Would you rather have a child love you or respect you? Explain.

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