



Employment Application

We are an equal-opportunity employer. All candidates who are extended an offer of employment will be required to undergo an FBI and Homeland Security background check and complete a drug screen.

Position Applied for: _____

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Desired Salary: \$ _____

	Yes	No	
Are you at least 18 years of age?			
Have you ever applied to work here before?			If yes, when?
Have you ever worked here before?			If yes, when?
Do you have a reliable means of transportation?			
Do you have other obligations that might cause you to miss work?			If yes, please explain.
Are you authorized to work lawfully in the United States?			
Do you have any relatives who currently work at NSMC?			If yes, who?
Did anyone refer you to this position?			If yes, who?

License and Registration Information for Nurses and Professional Individuals

State	License Number	Expiration Date	Type

Shift Availability

Check all that you are willing to work

Day	Night	Holiday	Part-Time	
Evening	Weekend	PRN	Full-Time	

Skills and Experience

Check all that apply and enter years of experience

Experience / Skills	Years
Supervisor Nurse	
Registered Nurse	
Practical Nurse	
Certified Nurse's Aide	
Nurses' Aide	
Food Service	
Chef/Cook	
Housekeeping	
Laundry	
Laboratory Tech	
Medical Laboratory Tech	
Maintenance Mechanic	
Engineer	
Public Relations	
Security Guard	
EKG Technician	
Respiratory	
Radiology	
X-Ray Technician	

Experience / Skills	Years
Physical Therapy Aide	
COTA	
Medical Transcript	
Medical Record Clerk	
Medical Secretary	
Switchboard	
Pharmacy	
Purchasing	
EEG Technician	
O.R. Tech	
Typing	
Dictation	
Bookkeeping	
Record Filing	
Mailing Clerk	
Billing	
Accounts Payable	
Office Work	

Experience / Skills	Years
Cashier	
Microsoft Word	
Microsoft Excel	
Microsoft Outlook	
Microsoft PowerPoint	
Adobe PDF	
Electrician	
Carpenter	
Painter/Plasterer	
Plumber	
HVAC	
General Maintenance	
Other	

Education

High School: _____

Did you graduate? YES NO
☐ ☐

College: _____

Did you graduate? YES NO Degree: _____
☐ ☐

Other: _____

Did you graduate? YES NO Degree: _____
☐ ☐

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

City: _____ State: _____ Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: _____

Address: _____ Supervisor: _____

City: _____ State: _____ Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: _____

Address: _____ Supervisor: _____

City: _____ State: _____ Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

References

*Please list three **professional** references.*

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____