

St. Vincent de Paul Dayton

Job Interest Form

Thank you for coming to St. Vincent de Paul to express your interest in securing a position with our agency. Please understand that this document does not constitute a formal application for employment with St. Vincent de Paul. Any future contact will be based on our need for your expressed skills and/or experience. St. Vincent de Paul is an equal opportunity employer. Please answer all questions completely and accurately.

Name (Last, First, Middle)	Contact Phone Number	Current Date
Present Address (Street, City, State, Zip Code)		
Are you currently legally eligible (by reason of citizenship or legal alien status) for employment in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Is your residency in the U.S. based in a student visa? <input type="checkbox"/> Yes <input type="checkbox"/> No (Proof of citizenship or immigration status will be required upon Employment)		
Will you require employer sponsorship in order to remain eligible for work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No (Applicants must be presently authorized to work in the United States on a full-time basis.)		
If you are under 18 years of age, do you have a work permit? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not under the age of 18		
Social Security Number	How were you referred to St. Vincent de Paul?	
Are you related to or friends with anyone at St. Vincent de Paul? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, provide person's name and relationship to you.	
Have you ever been employed by a St. Vincent de Paul organization? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, dates of your employment: from _____ to _____ Position Held: _____		
Please indicate the position name or "type" of position you are interested in.		
Qualifications for Position		
Education (check all that apply): <input type="checkbox"/> High School Diploma <input type="checkbox"/> Some College <input type="checkbox"/> Other: <input type="checkbox"/> College Degree — Specify Major:		Are you currently enrolled in school? <input type="checkbox"/> Yes <input type="checkbox"/> No
Please check the skills you have that could qualify you for this position. <input type="checkbox"/> Drug & Alcohol Treatment <input type="checkbox"/> Group Facilitation <input type="checkbox"/> Crisis Intervention <input type="checkbox"/> Other:		
Please check any active professional licenses or certificates that you have earned that will help you perform in this position. <input type="checkbox"/> LSW <input type="checkbox"/> LISW <input type="checkbox"/> LPC <input type="checkbox"/> LPCC <input type="checkbox"/> CCDC Level I <input type="checkbox"/> EMDR Certificate Level I <input type="checkbox"/> First Aid / CPR Level II <input type="checkbox"/> Other Level II Level III		
Are you currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide position title:		Total # years of experience in field:
Please list all relevant work experience for the position you are interested in.		
Location / Employer	Number of Years	Description of Duties

Do you have a valid driver's license? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, state of issuance:		Driver's License #:
Do you have a vehicle that could get you to multiple worksites during the work day? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you ever been suspended, placed on probation, asked to resign, discharged or terminated from work? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please explain:		
Have you ever been convicted of a crime? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please explain and provide dates:		
Available Employment Date:	How many hours per week do you prefer?	Would you be willing to work additional hours? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are there any limitations on your working hours? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please explain:		
Are you available to work:		
Nights <input type="checkbox"/> Yes <input type="checkbox"/> No	On-Call <input type="checkbox"/> Yes <input type="checkbox"/> No	Saturday <input type="checkbox"/> Yes <input type="checkbox"/> No Sunday <input type="checkbox"/> Yes <input type="checkbox"/> No

Please attach a resume if you have one.

Please do not make follow-up calls relative to the status of this Interest Form. We will contact you within 20-30 days following the date the form was submitted if we have an interest in your skills based on existing vacant positions.

Signature of Individual Completing This Form

Email Address

Date

YOU CAN EMAIL COMPLETED FORM TO HR@STVINCENTDAYTON.ORG