

Phone: 651-789-6200  
Fax: 651-770-7512  
janep@merrickinc.org

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



3210 Labore Road  
Vadnais Heights, MN 55110

## Personal Information

Name: \_\_\_\_\_  
*Please print* (Last) (First) (MI)

Current Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Are you legally authorized or permitted to work in the United States? \_\_\_\_Yes \_\_\_\_No

How did you hear about Merrick and why are you interested in working here? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Employment Desired

Position: \_\_\_\_\_ Start Date: \_\_\_\_\_ Hourly Rate Desired: \_\_\_\_\_

Employment Status (circle one): Full-Time/Part-Time/OnCall/Summer Are you employed now? \_\_\_\_Yes \_\_\_\_No

If so, may we request information from your current employer? \_\_\_\_Yes \_\_\_\_No

Have you ever applied or held a position with Merrick? \_\_\_\_Yes \_\_\_\_No If yes, when? \_\_\_\_\_

## Education

| NAME            | ADDRESS | COURSE OF STUDY | GRADUATE?/DEGREE |
|-----------------|---------|-----------------|------------------|
| High School     |         |                 |                  |
| College/Tech    |         |                 |                  |
| Graduate School |         |                 |                  |

# Employment History

|                                  |                          |   |
|----------------------------------|--------------------------|---|
| <b>Dates of Employment:</b>      | <b>Employer Name:</b>    | <b>Supervisor Name:</b>                   |
| <b>Hours worked per week:</b>    | <b>Employer Address:</b> | <b>Employer Phone Number:</b>             |
| <b>Final Hourly Rate/Salary:</b> | <b>Job Title:</b>        | <b>Reason for seeking new employment:</b> |
| <b>Principal Job Duties:</b>     |                          |   |

|                                  |                          |   |
|----------------------------------|--------------------------|---|
| <b>Dates of Employment:</b>      | <b>Employer Name:</b>    | <b>Supervisor Name:</b>                   |
| <b>Hours worked per week:</b>    | <b>Employer Address:</b> | <b>Employer Phone Number:</b>             |
| <b>Final Hourly Rate/Salary:</b> | <b>Job Title:</b>        | <b>Reason for seeking new employment:</b> |
| <b>Principal Job Duties:</b>     |                          |   |

|                                  |                          |   |
|----------------------------------|--------------------------|---|
| <b>Dates of Employment:</b>      | <b>Employer Name:</b>    | <b>Supervisor Name:</b>                   |
| <b>Hours worked per week:</b>    | <b>Employer Address:</b> | <b>Employer Phone Number:</b>             |
| <b>Final Hourly Rate/Salary:</b> | <b>Job Title:</b>        | <b>Reason for seeking new employment:</b> |
| <b>Principal Job Duties:</b>     |                          |   |

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What special skills, knowledge, talents, training, or other job-related experiences, not covered elsewhere, do you have that would be beneficial in the position you are applying for?

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Are you currently certified in CPR? \_\_\_\_\_ YES \_\_\_\_\_ NO Date completed: \_\_\_\_\_  
Are you currently certified in First Aid? \_\_\_\_\_ YES \_\_\_\_\_ NO Date completed: \_\_\_\_\_

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## Professional References

Please list professional references only (i.e. former supervisors, instructors, or professional associates).  
Do not include relatives or friends.

| Name | Address/Phone | Business | Years Known |
|------|---------------|----------|-------------|
|      |               |          |             |
|      |               |          |             |
|      |               |          |             |

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Please read before signing:

“I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing the same to you.

I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without prior notice. I also understand that any offer of employment will be contingent upon my successful completion of a pre-employment drug screen.”

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Merrick, Inc., is an Equal Opportunity Employer and a Drug-Free Workplace.