

PLEASE COMPLETE  
ALL QUESTIONS  
LISTED

PLEASE PRINT



NOTICE TO  
APPLICANTS  
Screening tests for  
alcohol and illegal drug  
use will be required  
before hiring and/or  
during your employment

## EMPLOYMENT APPLICATION

**National Headquarters**  
Boulder City, Nevada  
P.O. Box 60100, Zip 89006  
702-294-7100

**Boulder City Campus**  
Boulder City, Nevada  
P.O. Box 60100, Zip 89006  
702-294-7100

**Bulverde Campus**  
Bulverde, Texas  
1400 Ridge Creek Lane, Zip 78163  
830-885-3209

**Emergency Shelter**  
New Braunfels, Texas  
P.O. Box 311682, Zip 78131  
830-629-0659

### GENERAL INFORMATION

<b>Position applied for</b>			<b>Salary/Wage Expected:</b>	<b>Date of Application:</b>
<b>Name</b>	Last: _____	First: _____	MI: _____	<b>SS#:</b> _____
<b>Address</b>	Street: _____		City: _____	State _____ Zip _____
<b>Home Phone:</b>			<b>Alt. Phone:</b>	<b>Email Address:</b>
<b>Type of Employment</b>	<input type="checkbox"/> full time <input type="checkbox"/> part time <input type="checkbox"/> on call <input type="checkbox"/> temporary <input type="checkbox"/> on site <input type="checkbox"/> 1 <sup>st</sup> shift <input type="checkbox"/> 2 <sup>nd</sup> shift <input type="checkbox"/> 3 <sup>rd</sup> shift			<b>Date available for work:</b>
<b>Are you willing to work any day(s), shift(s), including nights, or overtime as assigned?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No If not, explain: _____			<b>Are you willing to relocate if job requires</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <b>Are you willing to travel if job requires</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Have you ever worked for St. Judes Ranch for children?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <b>Have you ever submitted an application with St. Judes Ranch?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <b>Have you ever been a foster parent or worked with children?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, please indicate in the Employment History Section) <b>Do you have relatives and/or household members employed with St. Judes Ranch for Children?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No			If yes, explain. _____ If yes, explain. _____ If yes, explain. _____ If yes, explain. _____	
Are you age 18 or older? <input type="checkbox"/> Yes <input type="checkbox"/> No If not, do you have a work permit? <input type="checkbox"/> Yes <input type="checkbox"/> No If hired, can you provide proof that you are eligible to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>Drivers License Number:</b> _____			Have you ever been convicted of a criminal offense? <input type="checkbox"/> Yes <input type="checkbox"/> No Have you ever been convicted of a felony? Misdemeanor? <input type="checkbox"/> Yes <input type="checkbox"/> No Are there any pending charges against you? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes to either question, provide details including nature of the crime, dates and location: _____  _____  _____	
<b>In order to verify your records, please list any other name(s) (e.g. maiden) by which you may be known and relevant dates:</b> _____ _____				
<b>Referral Source:</b> <input type="checkbox"/> Advertisement <input type="checkbox"/> Internet (site name) _____ <input type="checkbox"/> Agency <input type="checkbox"/> Web posting <input type="checkbox"/> Internal employee <input type="checkbox"/> Walk in <input type="checkbox"/> Job fair <input type="checkbox"/> School <input type="checkbox"/> Other _____				

### EDUCATION AND TRAINING INFORMATION (PLEASE LIST ALL FROM HIGH SCHOOL AND ABOVE)

EDUCATION/SCHOOL	LOCATION	DEGREE/CERTIFICATION	COURSE MAJOR/MINOR

LICENSES, CERTIFICATION OR PROFESSIONAL MEMBERSHIPS: (Do not include drivers license)

St. Judes Ranch's for Children are non-profit, non-sectarian facilities that provides care for abused, abandoned, and neglected children. St Judes Ranch an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, age, national origin, disability, or veteran status and comply with all federal, state, and local laws and regulations. We assure you that your opportunity for employment with St. Judes Ranch for Children depends solely on your qualifications for the position.

**EMPLOYMENT HISTORY**  
(PLEASE BEGIN WITH MOST RECENT EMPLOYER.)

1. Employer:	Hire Date:	Termination Date:
Address:	Phone Number:	Alt. Number:
Job Title:	Starting Wage:	Final Wage:
Supervisor:	May we contact this employer: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Reason for Leaving:

Summarize the type of work performed & responsibilities

2. Employer:	Hire Date:	Termination Date:
Address	Phone Number:	Alt. Number:
Job Title:	Starting Wage:	Final Wage:
Supervisor:	May we contact this employer: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Reason for Leaving:

Summarize the type of work performed & responsibilities

3. Employer:	Hire Date:	Termination Date:
Address	Phone Number:	Alt. Number:
Job Title:	Starting Wage:	Final Wage:
Supervisor:	May we contact this employer: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Reason for Leaving:

Summarize the type of work performed & responsibilities

4. Employer:	Hire Date:	Termination Date:
Address	Phone Number:	Alt. Number:
Job Title	Starting Wage:	Final Wage:
Supervisor:	May we contact this employer: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Reason for Leaving:

Summarize the type of work performed & responsibilities

**MILITARY INFORMATION**

Service branch:	Final Rank:	Specialty:
Schools/special training received:		
Current obligations:		

**APPLICANT STATEMENT**

I certify that all the information I have provided in order to apply for and secure employment is complete and accurate. I understand that misstatements, omissions, or false or misleading statements which I have provided on this application, on my resume' and/or in interview(s) shall constitute grounds for refusal to hire or immediate termination from employment.

I authorize the release to St. Jude's Ranch for Children (and any of its licensed agents) information held by any parties regarding my previous employment, criminal history record and record of convictions in federal, state and local files for violations of any federal, state, local statutes or ordinances, military records, driving records and scholastic records and hereby release said persons, schools, companies, government agencies, court and law enforcement authorities from any damage whatsoever for releasing this information.

I understand that the terms and conditions of employment may be changed at any time without notice by St. Jude's. In consideration of employment with St. Jude's Ranch for Children, I agree to comply with all the policies, procedures and requirements of St. Jude's. I understand this application and/or any policies, manual, handbook or other written document describing such items do not constitute a written contract at this time or in the future. I understand my employment would be at-will and that my employment could be terminated at any time by either party, with our without cause and with or without notice. Any modification of the at-will employment relationship, oral or written, can only be accomplished by a written document signed by the CEO of St. Judes Ranch for children or the Chairperson of the National Board of Trustees.

**DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT**

**I certify that I have read, fully understand, and accept the statement above.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_