

**PERSONAL INFORMATION**

*Please Complete Pages 1 & 2*

Date of Application \_\_\_\_\_ Position applied for \_\_\_\_\_

Name \_\_\_\_\_  
First Middle Last Previously Held Name

Mailing Address \_\_\_\_\_  
Street City State Zip

Physical Address \_\_\_\_\_  
Street City State Zip

Primary Phone \_\_\_\_\_ Do you consent to receiving text messages from CDCN? ☐ Yes ☐ No

Email Address\* \_\_\_\_\_ *\*A valid email address is required. CDCN will communicate with you via email; your background check questionnaire will be sent to this address.*

Do you request a reasonable accommodation for the hiring process or to perform the job? ☐ Yes ☐ No

How were you informed of the available position? \_\_\_\_\_

**DAYS/HOURS AVAILABLE TO WORK**

No Pref. _____	Thu _____	Date available for work _____
Mon _____	Fri _____	Can you work nights? <input type="checkbox"/> Yes <input type="checkbox"/> No
Tue _____	Sat _____	Maximum hours/week? _____
Wed _____	Sun _____	Desired work: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Per Diem

**DRIVERS LICENSE**

Do you have a current Driver's License? ☐ Yes ☐ No

Name of State \_\_\_\_\_ Expiration Date \_\_\_\_\_

List all state(s) which have issued you a driver's license within the past three (3) years. List state(s) and year(s) for each license. \_\_\_\_\_

Do you own a car? ☐ Yes ☐ No

Do you have auto insurance? ☐ Yes ☐ No

**As a requirement for employment, you must provide proof of ownership of a vehicle and liability insurance. All employees in the field must be able to transport a Member.**

**INCLUDE RESUME**

Please provide a resume with these details:

- Education and work history
- Job references

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**LEGAL CONSIDERATIONS**

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**Have you ever been convicted of a crime?** ☐ Yes ☐ No

If yes, explain number of conviction(s), nature of offense(s) leading to convictions, how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. Such convictions will not absolutely prohibit employment, but will only be considered in relation to specific job requirements.

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**Have you ever had a Driver's License, Professional License or Certificate in any State revoked, suspended, or had disciplinary action applied?** ☐ Yes ☐ No

If yes, explain circumstances:

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**Have you worked for Consumer Direct Care Network (CDCN) before?** ☐ Yes ☐ No

If yes, what name did you use? \_\_\_\_\_

List any relatives currently employed by CDCN and location:

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**PLEASE READ CAREFULLY**

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Submitting a CDCN job application, discussing employment with CDCN team members, and/or referring to CDCN materials does not create, imply, or guarantee a contract of employment. Any employment relationship can be changed only if it's in writing and signed by a CDCN executive. If employed, I understand CDCN benefits, policies and procedures can change without notice.

I authorize investigation of all statements shared in this application. I understand if I make false statements, my employment with CDCN can be terminated with or without notice. I authorize CDCN to contact all schools, previous employers, references, and others in my resume. I release CDCN from any liability because of such contact.

To comply with the Fair Credit Reporting Act, CDCN may request a consumer reporting agency to provide an investigative report which may include information on your character, reputation, personal characteristics, and mode of living. You can request in writing to CDCN to see information contained in such report.

I understand employment with CDCN starts with a 180-day probationary period, during which employee or CDCN may terminate employment at will.

Consumer Direct Care Network is an equal opportunity employer.  
Thank you for completing this application and for your interest in our company.

