

**FOREST-WARREN HUMAN SERVICES
PERSONNEL DATA SUMMARY**

Position applying for _____

Type or print in ink (if additional space is needed, use 8 ½ x 11 sheet) - Please complete both sides

Name (Last, First, M.I.)		Social Security No.			Telephone- Home, work, or other-specify	
Address - Street		City	County	State	Zip Code	
Are you a U.S. Citizen	How long a PA resident	Aliases-list all names you have had such as maiden			Veterans Credit claimed _____ for self _____ from a spouse	
Name and Location of educational institution	Dates attended	Credits	Date Graduated	Diploma or degree	Major subjects or courses	
Other Schooling (specify)						
List by number, year issued and date of expiration any license (to include driver's license), certificate or registration issued by the Commonwealth or professional association which relates to, or is a requirement for the position for which you are applying.						
List any professional organizations to which you belong (do not list any organization that would reveal your race, color, religious creed or national origin)						
List any other training and experience you have that you believe particularly applicable to the type of work for which you are applying.						
Employment Record – List your complete employment record including period of unemployment starting with your present position and working backwards. (Include paid employment, volunteer or unpaid work and military services which in your opinion helps to qualify you for the job you want.						
Name and address of employer		Position title		Name and title of immediate supervisor		
		Dates of employment From _____ to _____			No. Hours worked each week	
Describe fully your major duties and responsibilities						
Number of employees you supervised						

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Were you ever convicted of a criminal offense or have you ever forfeited bond or collateral in connection with a criminal charge? (The term criminal offense is defined as any felony or misdemeanor, including any summary offenses. Omit only (1) minor traffic violations and (2) any offense committed before your 18th birthday, which was finally adjudicated in juvenile court or under a youth offender law.) Conviction of a criminal offense is not a bar to employment in all cases. Each case is considered on its merit. If "yes, give details on a separate sheet of paper. Be sure to include your social security number.

____ YES ____ NO
Are there any criminal charges pending against you? If "yes" please give details. ____ YES ____ NO

Were you ever excluded from participation in Medicare, Medicaid or any other federal health care program? If "yes" please give details. ____ YES ____ NO

I hereby certify that all statements are complete and correct to the best of my knowledge and belief. I am aware that all statements contained herein will be verified and that willful misrepresentation will result in dismissal.

Signature (sign as you usually sign)

Date

Note: State law provides that no person under 18 years may be employed unless he has an employment certificate obtained from an authorized school district official.