

# LIFE STRATEGIES COUNSELING, INC.

1217 Stone Street • Jonesboro, AR 72401  
Phone: 870-972-1268 • Fax: 870-934-0847

## Life Strategies Application for Employment

- Please complete this application. INCOMPLETE or UNSIGNED applications will not be considered.
- We are an equal opportunity employer. We do not discriminate on the basis of race, religion, color, sex, national origin, marital status, or disability.
- Do you need an accommodation to participate in the application or interview process?

### PERSONAL INFORMATION:

Name: \_\_\_\_\_

Present address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Please Check Positions in which you're interested:

Case Manager  Administrative  Clerical  Other \_\_\_\_\_

Drivers License: \_\_\_\_\_ State: \_\_\_\_\_ Date Available to Start: \_\_\_\_\_

### EDUCATION:

Enter the name of a school, check the highest school division and describe the highest year completed.

Junior High Name of School: \_\_\_\_\_ Level Completed: \_\_\_\_\_

High School Name of School: \_\_\_\_\_ Level Completed: \_\_\_\_\_

College Name of School: \_\_\_\_\_ Level Completed: \_\_\_\_\_

Graduate School Name of School: \_\_\_\_\_ Level Completed: \_\_\_\_\_

Highest Degree: \_\_\_\_\_ Major: \_\_\_\_\_

License: \_\_\_\_\_

### WORK EXPERIENCE (List most recent work experience first)

Have you any objections to inquiry of your past employers regarding your character, qualifications, etc?

YES  NO

If YES, please specify which employer and explain:

List your most recent employer first and then proceed backward through your previous 2 jobs:

1- Employer Name: \_\_\_\_\_ Immediate Supervisor: \_\_\_\_\_

Complete Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Position: \_\_\_\_\_ Hourly Rate/ Salary: Starting \_\_\_\_\_ Final \_\_\_\_\_  
Dates: From (mm/yy) \_\_\_\_\_ To (mm/yy) \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
Job Description (duties, skills, equipment used):

2- Employer Name: \_\_\_\_\_ Immediate Supervisor: \_\_\_\_\_  
Complete Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Position: \_\_\_\_\_ Hourly Rate/ Salary: Starting \_\_\_\_\_ Final \_\_\_\_\_  
Dates: From (mm/yy) \_\_\_\_\_ To (mm/yy) \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
Job Description (duties, skills, equipment used):

3- Employer Name: \_\_\_\_\_ Immediate Supervisor: \_\_\_\_\_  
Complete Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Position: \_\_\_\_\_ Hourly Rate/ Salary: Starting \_\_\_\_\_ Final \_\_\_\_\_  
Dates: From (mm/yy) \_\_\_\_\_ To (mm/yy) \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
Job Description (duties, skills, equipment used):

**LIST REFERENCES (preferably who know about your work/training. DO NOT LIST RELATIVES.)**

1- Name: \_\_\_\_\_ City/State: \_\_\_\_\_  
Phone: \_\_\_\_\_ Best time to connect: \_\_\_\_\_

2- Name: \_\_\_\_\_ City/State: \_\_\_\_\_  
Phone: \_\_\_\_\_ Best time to connect: \_\_\_\_\_

3- Name: \_\_\_\_\_ City/State: \_\_\_\_\_  
Phone: \_\_\_\_\_ Best time to connect: \_\_\_\_\_

Life Strategies Counseling is mandated by P.L. 980473 and Act 1050 not to employ persons who have been convicted of a felony or misdemeanor involving child abuse or neglect of a child. Any substantiated report of child abuse or neglect must be considered in determining employment. Conviction of a crime (other than minor traffic violations) may disqualify you from employment with Life Strategies Counseling. Disqualification depends on the relationship of the crime to the position for which you are applying.

Please indicate below whether or not you have been convicted of a crime:

YES  NO

If YES, please explain: \_\_\_\_\_

Life Strategies Counseling conducts a thorough check on applicants prior to hiring. Please review carefully the attached release form and sign the space indicated for each employer to be contacted. If the position for which you are applying requires a college degree or certification, a copy of your transcript, certificate or license will be required as a condition of employment.

I hereby declare that, to the best of my knowledge and ability, the information on this application is true and factual. I understand that intentional false statements could lead to my dismissal as an employee or rejection as an applicant. I also understand that some positions require special background checks prior to my employment. Failure to meet these requirements may lead to my rejection as an applicant for that job.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date