



2. Are you employed now? \_\_\_\_\_Yes \_\_\_\_\_No  
 If yes, may we inquire of your present employer? \_\_\_\_\_Yes \_\_\_\_\_No
3. Was your employment ever terminated involuntarily or were you ever asked to resign? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 If yes, please explain \_\_\_\_\_

**PERSONAL REFERENCES:**

Provide the following information regarding 3 persons **not related to you** who have known you longer than 1 year:

NAME	ADDRESS AND TELEPHONE NO.	BUSINESS	YEARS ACQUAINTED	REFERENCE CHECKED BY: _____ [COMPANY USE ONLY]
1.				
2.				
3.				

**EDUCATIONAL DATA:**

TYPE OF SCHOOL	NAME AND ADDRESS	MAJOR OR COURSE OF STUDY	GRADUATED (Y OR N)	DEGREE
<b>High School:</b>				
<b>College:</b>				
<b>College:</b>				
<b>Graduate School:</b>				
<b>Trade/Business School:</b>				
<b>Other:</b>				

**ADDITIONAL INFORMATION FROM APPLICANTS**

- 1. Intercity employees provide assistance to clients with shopping, meal preparation, laundry, and housekeeping. Can you perform these specific job functions? \_\_\_\_\_ Yes \_\_\_\_\_ No. If you answered no, please explain \_\_\_\_\_

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- 2. Do you have an automobile available for use in traveling for this job. (optional) \_\_\_\_\_ Yes \_\_\_\_\_ No

**CRIMINAL HISTORY:**

**Before Answering the following questions, please read carefully the paragraphs printed below.**

*An applicant for employment with a sealed record on file with the commissioner of probation may answer "no record" with respect to an inquiry herein relative to prior arrests, criminal court appearances or convictions. An applicant for employment with a sealed record on file with the commissioner of probation may answer "no record" to an inquiry herein relative to prior arrests or criminal court appearances. In addition, any applicant for employment may answer "no record" with respect to any inquiry relative to prior arrests, court appearances and adjudications in all cases of delinquency or as a child in need of services which did not result in a complaint transferred to the superior court for criminal prosecution.*

- 1. Have you ever been convicted of a felony? \_\_\_\_Yes \_\_\_\_No If yes, please explain on the reverse side of this form.
- 2. Have you ever been convicted of a misdemeanor? (Do not include a prior first conviction for any of the following misdemeanors: drunkenness, simple assault, speeding, minor traffic violations, affray or disturbance of the peace, or a conviction for any misdemeanor where the conviction occurred or any prison sentence ended five or more years ago (whichever date is later), unless you have been convicted of another offense within the last five years). \_\_\_\_Yes \_\_\_\_No If yes, please explain on the reverse side of this form.

**The criminal history of all applicants is verified through the Massachusetts Criminal Offenders Record Information System (CORI).**

**APPLICANT’S CERTIFICATION AND AGREEMENT: (Please read the following statements carefully)**

I certify that all information I have provided on this application and any other material provided by me as part of the application process is true and complete. I agree that falsified information, misrepresentations or omissions on this application, any accompanying resume, or any other materials, or during interviews can be justification for refusal of employment, or, if employed may be considered justification for termination from employment whenever discovered.

An offer of employment that I receive from Intercity Home Care. is contingent upon my successful completion of the pre-employment screening process, including Intercity’s receiving references that it considers satisfactory. In addition a CORI check for criminal history, and a social security number verification will be performed by Intercity.

Unless otherwise noted, in processing my application for employment, I authorize Intercity Home Care. or its agent to investigate and/or verify all of information in this application or otherwise provided by me, including contacting all persons, schools, current employer (if applicable), previous employers and other individuals or entities named herein (and those named on accompanying resume, if any). I hereby authorize and request that all of my present and former employers and those individuals that I have named as personal references in this furnish information pertaining to my employment record, including a statement of the reason for the termination of my employment, work performance, abilities, and other qualities pertinent to my qualifications for employment. In doing so, I hereby release them and Intercity Home Care. and its agents from all liability which may flow from the release of such information.

**I understand that if I am hired my employment will be on an at-will basis, for no definite term. As such, I understand that I will enjoy the right to terminate my employment at any time, and that Intercity Home Care will similarly enjoy the right to terminate my employment, at any time, with or without cause.** I have read and understand the requirements and responsibilities of the work and the standards which I will be expected to meet. I further acknowledge that I am expected to abide by all Company rules, regulations, and policies, written or unwritten, but that such rules, regulations and policies do not create a contract between me and the Company or otherwise restrict the right of either party to terminate the employment relationship.

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