



**EMPLOYMENT EXPERIENCE**

Start with your present or last job. Include military service assignments and/or volunteer activities. Account for all periods of unemployment.

Employer	Telephone	Dates Employed		Work performed
	( )	From	To	
Address				
Job title	Hourly rate/Salary			
	Starting	Final		
Supervisor				
Reason for leaving				
Employer	Telephone	Dates Employed		Work performed
	( )	From	To	
Address				
Job title	Hourly rate/Salary			
	Starting	Final		
Supervisor				
Reason for leaving				

If additional space is needed, please continue on a separate sheet of paper.

State any additional information you feel may be helpful to us in considering your application.

**APPLICANT'S STATEMENT**

**PLEASE READ CAREFULLY BEFORE SIGNING**

I certify that the answers given in this Application for Employment are true and complete to the best of my knowledge. The facility may investigate all statements made in this Application. The facility is required by law to check for any criminal or abuse record. I understand that any false or misleading information provided can result in a decision not to hire; immediate discharge if hired, and civil or criminal penalties in appropriate cases.

In signing this Application I state that I have received a copy of the Job Description for all jobs for which I have applied. I understand that I will be required to fulfill all aspects of any job if I am hired to perform the job. I understand that the failure to fulfill any aspect of the job may result in termination. I also understand that I may be required to pass an agility test. I also understand that I may be required to take a physical examination conducted by a physician of the employer's choosing after I am given a qualified offer of employment.

I understand that this Application is not a contract of employment; that if hired, regardless of any oral representations to the contrary, the employment relationship between myself and the facility is terminable at will; that I have the right to terminate my employment at any time for any reason, and the facility retains the same right. Any changes to this employment relationship must be in writing. I understand that if hired I am required to abide by all rules and regulations of the facility.

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

\_\_\_\_\_  
Witness

**AN EQUAL OPPORTUNITY EMPLOYER**

This facility is an equal opportunity employer. Employment decisions are made without regard to age, race, color, sex, national origin, religion, disability, status as a disabled Vietnam era veteran, or other category as specified by law.



# STATE OF IOWA

## Criminal History Record Check Request Form



DCI Account Number: 7467-C

**To:** Iowa Division of Criminal Investigation  
Support Operations Bureau, 1<sup>st</sup> Floor  
215 E. 7<sup>th</sup> Street  
Des Moines, Iowa 50319  
(515) 725-6066  
(515) 725-6080 Fax

**From:** Chautauqua Guest Home #3  
302 9<sup>th</sup> Street  
Charles City, Iowa 50616  
**Phone:** (641) 228-5351  
**Fax:** (641) 228-5981

I am requesting an Iowa Criminal History Record Check on:

<b>Current Last Name</b> (mandatory)	<b>First Name</b> (mandatory)	<b>Middle Name</b> (recommended)
<b>Maiden Name</b> (if applicable)	<b>Previous Last Name</b> (if applicable)	<b>Previous Last Name</b> (if applicable)
<b>Date of Birth</b> (mandatory)	<b>Gender</b> (mandatory)	<b>Social Security Number</b> (recommended)
	<input type="checkbox"/> Male <input type="checkbox"/> Female	

**Waiver Information:** Without a signed waiver from the subject of the request, a complete criminal history record may not be releasable, per Code of Iowa, Chapter 692.2. For complete criminal history record information, as allowed by law, always obtain a waiver signature from the subject of the request.

**Waiver Release:** I hereby give permission for the above requesting official to conduct an Iowa criminal history record check with the Division of Criminal Investigation (DCI). Any criminal history data concerning me that is maintained by the DCI may be released as allowed by law.

*Waiver Signature:* \_\_\_\_\_