



**Mainstream Mental Health Services, Inc.  
Employment Application**

**Applicant's Name:** \_\_\_\_\_ **Date of Application:** \_\_\_\_\_

**Applicant's Address:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Position Applied For:** \_\_\_\_\_ **Date Available:** \_\_\_\_\_

**Applicant's email address:** \_\_\_\_\_

**Educational History:**

| School | Address | Did You Graduate? | Degree Earned | Dates Attended |
|--------|---------|-------------------|---------------|----------------|
|        |         |                   |               |                |
|        |         |                   |               |                |
|        |         |                   |               |                |
|        |         |                   |               |                |

**Employment History:**

| Company and Supervisor's Name | Dates of Employment | Job Title | Starting Salary | Ending Salary | Reason for Separation |
|-------------------------------|---------------------|-----------|-----------------|---------------|-----------------------|
|                               |                     |           |                 |               |                       |
|                               |                     |           |                 |               |                       |
|                               |                     |           |                 |               |                       |
|                               |                     |           |                 |               |                       |
|                               |                     |           |                 |               |                       |

What computer/office skills do you have? \_\_\_\_\_ Words per minute: \_\_\_\_\_

Have you used any Case Management software? \_\_\_\_\_ If yes, what software? \_\_\_\_\_

How many years of MHSS experience do you have? \_\_\_\_\_

Where do you see yourself professionally in 5 years? \_\_\_\_\_

Please submit application with picture ID, most recent pay stub, writing sample and 3 employment verification releases.  
*(This application is not considered complete until all documents are received by Human Resources)*

Have you ever been convicted of ANY crime? \_\_\_\_\_ If yes, Explain: \_\_\_\_\_

Are you a citizen of the United States? \_\_\_\_\_ If no, are you authorized to work in the U.S.? \_\_\_\_\_

Do you speak languages other than English? \_\_\_\_\_ If yes, what languages do you speak? \_\_\_\_\_

Are you or have you ever been an active member of military services? \_\_\_\_\_

If yes, when? \_\_\_\_\_ If yes, Branch? \_\_\_\_\_ Rank at Discharge: \_\_\_\_\_

Type of Discharge: \_\_\_\_\_ If other than honorable, explain: \_\_\_\_\_

Do you have a valid driver's license? \_\_\_\_\_ Driver's License #: \_\_\_\_\_ State where issued: \_\_\_\_\_

Do you own a vehicle? \_\_\_\_\_ Is the vehicle insured? \_\_\_\_\_ Type of insurance coverage: \_\_\_\_\_

Do you currently hold a CPR / First Aid Certification? \_\_\_\_\_ If yes, when does it expire? \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

**Personal References** (Professional References are documented on a separate form)

| Name of Reference | Contact Phone Number | Relationship |
|-------------------|----------------------|--------------|
|                   |                      |              |
|                   |                      |              |

Any information furnished relative to the application of the above individual will be confidential. An applicant will not be eliminated or selected based on a single reference.

Do you give Mainstream Mental Health Services, Inc. permission to contact the references listed above? \_\_\_\_\_

**Disclaimer & Signature:**

I certify that my answers are true and complete to the best of my knowledge.

By signing below, I understand that my social media as well as any public record available will be reviewed as part of the employment process. If this application leads to employment, I understand that any false or misleading information in my application, interview or new hire paperwork will result in my immediate release.

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

Please submit application with picture ID, most recent pay stub, writing sample and 3 employment verification releases.  
*(This application is not considered complete until all documents are received by Human Resources)*