



EMPLOYMENT APPLICATION

Sunrise Management is an Equal Opportunity Employer. Pursuant to the Americans with Disabilities Act, please contact the Sunrise Management Human Resources Department should you require specific aids to fully participate in the interview process. Phone: 858-751.6301 Email: jobs@sunrisemgmt.com

PERSONAL INFORMATION Complete *all* applicable information – information left blank may disqualify the application. Please print, except for signature

Name (Full - Last, First, MI)			Today's Date	
Other Names Used				
Street Address			City	State
Home Phone			Alternate Phone	E-mail
Position Title Applied for			Salary Desired	Job Number Applied for
Are you currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No		Date available to start employment? _____	Are you willing to work: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Weekends <input type="checkbox"/> Evenings <input type="checkbox"/> Overtime What hours are you willing to work? _____ <small>(Consistent attendance and punctuality are essential requirements of every job with the company.)</small>	
Are you legally authorized to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Can you provide proof of authorization if offered employment? <input type="checkbox"/> Yes <input type="checkbox"/> No		Do you have a geographic preference? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Are any of your relatives presently employed with our company? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, name of relative: _____		Are you at least 18 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No (If under 18, hire is subject to verification that you are of minimum legal age.)		
Have you previously been employed by or ever applied for employment with our company? <input type="checkbox"/> Yes <input type="checkbox"/> No Explain: _____		Have you been referred to Sunrise Management? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, by whom? _____		

EMPLOYMENT HISTORY (Please list below all employers within the last 7 years or last 3 employers, which ever constitutes greater period of time, starting with the most recent one first. Account for all period of time, including any period of unemployment)

Present or Last Position	Name of Company	From Mo/Yr	To Mo/Yr
Street Address		City	State
Duties		Reason for Leaving	
Starting Salary \$	Final Salary \$	May we contact your previous employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name of Supervisor	Title and Department of Supervisor	Phone Number of Supervisor	

EMPLOYMENT HISTORY (CONTINUED)

Next Previous Position		Name of Company		From Mo/Yr	To Mo/Yr
Street Address			City	State	Zip
Duties			Reason for Leaving		
Starting Salary \$	Final Salary \$	May we contact your previous employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Name of Supervisor		Title and Department of Supervisor		Phone Number of Supervisor	
Next Previous Position		Name of Company		From Mo/Yr	To Mo/Yr
Street Address			City	State	Zip
Duties			Reason for Leaving		
Starting Salary \$	Final Salary \$	May we contact your previous employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Name of Supervisor		Title and Department of Supervisor		Phone Number of Supervisor	

Have you ever been discharged from a job?

No Yes, explain: _____

Have you ever quit after being notified that you would be terminated?

No Yes, explain: _____

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)? (CALIFORNIA APPLICANTS: Minor convictions for marijuana-related offenses that are more than two years old need not be listed.)

No Yes, explain: When? _____ Court & Location: _____

Nature of Conviction: _____

For positions that require a driver license, do you have a valid driver license? Yes No

EDUCATION INFORMATION

High School or GED	Address	City	Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No	GPA	
		State, Zip			
College	Address	City	Degree Received	Major	GPA
		State, Zip		Date Graduated	
College	Address	City	Degree Received	Major	GPA
		State, Zip		Date Graduated	
Graduate School	Address	City	Degree Received	Major	GPA
		State, Zip		Date Graduated	
Other	Address	City	Degree Received	Major	GPA
		State, Zip		Date Graduated	

LICENSE/CERTIFICATION

Are you licensed/certified for the job applied for? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please complete the following:		
License Number:	Expiration date:	State
Has your license/certification ever been deactivated or suspended? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain: _____		

ADDITIONAL TRAINING/SKILLS

Please describe any additional experience, training, skills, Certificates, Licenses, etc., including military service, relevant to position:

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PROFESSIONAL REFERENCES (Please list 3 professional references)

Contact Name	Company	Phone	Relationship	# of years acquainted

PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY

- Non discrimination policy: Sunrise Management does not discriminate in hiring or employment on the basis of race, color, religion, sex, national origin, age, veteran status, disability, sexual orientation and any other protected categories. No question on this application is intended to secure information to be used for such discrimination.
- I hereby certify that the information contained in this application form is true and correct to the best of my knowledge and agree to have any of the statements checked by Sunrise Management unless I have indicated to the contrary. I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer, or if I am hired, in my dismissal from employment.
- In consideration of my employment, I agree to conform to the rules and standards of Sunrise Management, as amended from time to time at Sunrise Management's sole discretion. I understand that in accepting this application, Sunrise Management is in no way obligated to provide me with employment and that I am not obligated to accept employment if offered. Furthermore, if employed, I understand that I am employed at will and that my employment and compensation can be terminated with or without cause, and with or without notice at any time.
- I understand that no employee or representative of Sunrise Management has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing. I also understand that all offers of employment are contingent upon proof of my identity, legal ability to work in the United States, successful completion of pre-employment screening and satisfactory reference checks.
- I authorize Sunrise Management to investigate any information, including my employment history, educational background, credit history and record of criminal convictions that it believes is relevant to my employment application. My former employers, education institutions, and personal references may provide information that they may have about me in response to inquiry from Sunrise Management. I also understand that any offer of employment is conditioned on the completion of pre-employment tests, background checks and documentation. I will, upon request, sign all necessary consent forms.

I understand that all inquiries on this application must be completed and if any inquiry is left blank, my application will be rejected. I also acknowledge that I have read and understand all of the above statements and hereby grant permission to confirm the information supplied on this application by me.

Applicant Signature	Date
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