



Welcome to Cross Keys Village-The Brethren Home Community. We're pleased that you want to join our team and we hope that this letter will give you a feeling for what it's like to be a member of our community.

We've been around for nearly 100 years and we are leaders in our field. Our unchanging commitment to caring for those who live here is in the tradition of the Church of the Brethren and it's at the heart of all we do. And, because we know that everything can be done better, we have begun what we call our "Transformational Journey": a change not in WHAT we do but HOW we do it.

- ❖ We are committed to giving employees the tools and the opportunities to find better ways and make things better.
- ❖ We will know each resident as a person and we will give each person a say in the decisions about their care.
- ❖ We will work with families to improve the lives of residents and everyone in our community.
- ❖ We will commit to wellness in body, mind and spirit, because we know that wellness makes our lives better and makes us better at everything we do.
- ❖ We will remember that each of us can make a difference.

If this journey doesn't sound like you, then this may not be the place for you, and we thank you for your interest and wish you the best. If you can commit to our values and journey, please continue with the application process and explore the possibility of joining your life with Cross Keys Village- The Brethren Home Community.

Signature

Date

PERSONAL REFERENCES: List three persons who know you well, but do not include relatives. If you have attended high school within the past two years, please list two teachers.

NAME	OCCUPATION	ASSOCIATION	FULL ADDRESS WITH ZIP CODE	PHONE NUMBER	YEARS KNOWN

State and Federal Regulations require that we ask the following:

Have you ever been found guilty or plead guilty to abuse, neglect or mistreatment of an individual? Yes No

If yes, please explain: _____

Have you ever been found guilty or plead guilty to fraud, theft, a violent crime, or any other felony? Yes No

If yes, please explain: _____

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, ancestry, age or disability.

READ CAREFULLY BEFORE SIGNING BELOW

- ▶ I understand that any falsification or omission of information will be sufficient cause for the disregarding of this application or termination of my employment.
- ▶ I agree that an investigation may be made and I hereby authorize Cross Keys Village-The Brethren Home Community to contact listed employers and references, verify information and reports for any agency to evaluate my suitability for employment. I also agree to hold Cross Keys Village – The Brethren Home Community harmless from any result of such investigation.
- ▶ I certify that I am of legal age to work in the job that I have applied for, that I am legally permitted to work in the United States of America and if offered employment will provide documents as required by Federal Law.
- ▶ I understand that the acceptance of this application does not indicate there are any positions available and does not obligate Cross Keys Village-The Brethren Home Community in any way.
- ▶ If conditionally offered employment, I agree to be subject to an examination by a Physician (M.D. or D.O.) currently licensed to practice in the Commonwealth of Pennsylvania, as required by regulations, or if I am disabled, the essential job functions with reasonable accommodations as necessary.
- ▶ I understand and agree that if I am accepted for employment with Cross Keys Village – The Brethren Home Community, either I or Cross Keys Village – The Brethren Home Community may terminate the employment relationship at any time, for any reason, with or without cause or notice.
- ▶ I understand that the use of tobacco anywhere on the Cross Keys Village – The Brethren Home Community campus is strictly prohibited.

Date

Signature of Applicant

CROSS KEYS VILLAGE-THE BRETHREN HOME COMMUNITY

Please use the space provided below and write a short paragraph explaining what position you are applying for, what you are looking for in this new job, and what interests you in working for Cross Keys Village-The Brethren Home Community. Incomplete applications will not be considered.