

Applicant Information Form

Magic Valley Rehabilitation Services, Inc.'s employment practices provide that individuals be recruited, hired, assigned, and treated equally in terms, conditions and privileges of employment without regard to age, race, color, creed, sex, national origin, disability, veteran, current or future military status, pregnancy, childbirth or medical conditions related to pregnancy or childbirth.

Magic Valley Rehabilitation Services will afford reasonable accommodation that does not cause undue hardship to qualified applicants and employees with a known disability or for an employee's religious beliefs.

It shall be considered the responsibility of every supervisory employee to further the implementation of this policy and ensure compliance by all MVRS employees.

Supervisory personnel, as well as those responsible for hiring new employees, must take affirmative action in the elimination of any possible discrimination towards employees and applicants for employment with Magic Valley Rehabilitation Services, Inc., in all categories and levels of employment and employee relations.

Responsibility for seeing that this policy is continuously followed has been assigned to John Bodden, Executive Director. He shall work with each department head and supervisor in furthering its implementation and monitoring the progress being made.

Notice of Intent to Obtain Criminal History Background Check and Motor Vehicle Record Information

Please be advised should you be employed by Magic Valley Rehabilitation Services, Inc., that Criminal History Background information will be solicited through the Idaho Department of Law Enforcement and through the Idaho Department of Health and Welfare, and Motor Vehicle Record information will be solicited through DAC Services. Refusal to sign authorizations for the criminal history background and motor vehicle information to be obtained will result in employment being terminated.

Information contained in the Criminal History Background and Motor Vehicle Record checks can affect a person's continued employment with Magic Valley Rehabilitation Services. Specific procedures that are in compliance with the Fair Credit Reporting Act govern how Magic Valley Rehabilitation Services uses criminal history background and motor vehicle record information. Please ask the Administrative Secretary should you wish to know more about the procedures governing Criminal History Background and Motor Vehicle Record checks.

CERTIFICATION

By my signature below, I certify I have been informed upon applying for a job with Magic Valley Rehabilitation Services, Inc., that criminal history background and motor vehicle record checks will be requested if I am employed by Magic Valley Rehabilitation Services, that refusal to sign authorizations for the criminal background and motor vehicle record checks will result in employment being terminated, that information contained in criminal history background and motor vehicle record checks can affect continued employment with Magic Valley Rehabilitation Services, Inc.

DRUG AND ALCOHOL FREE WORKPLACE POLICY:

It is the policy of Magic Valley Rehabilitation Services, Inc. to maintain a workplace that is free from the effects of drug and alcohol use. Employees are prohibited from the illegal use, sale, dispensing, distribution, possession, or manufacture of illegal drugs, controlled substances, narcotics, or alcoholic beverages on MVRS premises or work sites. In addition, the Company prohibits the off-premises use of alcohol and controlled substances, as well as the possession, use, or sale of illegal drugs, when those activities adversely affect job performance, job safety, or the Company's reputation in the community. Violation of the MVRS Drug and Alcohol Free Workplace Policy may result in dismissal. Testing is conducted when: 1) hiring prospective employees, 2) a work-related accident has occurred, 3) a coordinator observes documentable symptoms of drug or alcohol use, or 4) reasonable suspicion of drug or alcohol use exists.

My signature below certifies that all information in this application is correct and complete to the best of my knowledge and belief, and that I understand that intentionally false information will result in refusal of employment or termination of employment if discovered after date of hire. I understand and agree that if hired, my employment is for no definite period and either the Employer or I may terminate our relationship at will at any time, without notice or any reason, and that this employment application does not constitute an employment contract.

I have had an opportunity to have my questions about his employment application's content and intent answered and understand its terms.

Signature

Date

APPLICATIONS ARE KEPT ON FILE FOR 60 DAYS