



Employment Application

As an Equal Opportunity Employer, we will always endeavor to select the best qualified individuals based on job related qualifications, regardless of race, creed, color, sex, national origin, handicap, marital status, age, political belief, genetic information, or religion.

Date: _____

Purpose of Roy Maas Youth Alternatives (RMYA)

RMYA is a comprehensive child care program for children and youth who are experiencing some type of crisis in their lives. Their need is our reason for existing. We take a positive approach in addressing the social, recreational, intellectual, physical, and emotional development of each child. As a staff member at RMYA, your primary responsibility is to provide an environment whereby each child can understand their behavior, take responsibility for their actions and further develop their potential.

Personal Appearance

As a representative of RMYA, you are expected to take pride and care in your appearance, dress, and general grooming. Cleanliness and caring for your personal hygiene is a requirement.

Treatment of residents and fellow staff members

How we handle anger, frustration, conflicts, and crisis situations are all big factors in how successful we are in shaping the direction of the youth with whom we work. Respect for self and others is a critical requirement for all staff members.

Job Position			
Position applying for: _____			
Have you ever applied for employment at RMYA?	Date you can start work:	Hours available to work:	
Yes No	_____	Full Time Part Time	
How did you learn of RMYA?			
School: _____	Social Media _____	Indeed/JOBNews/JobFinder	Other: _____
Agency Website	Paisano	Employee (name): _____	
You must be available to work:			
1 st Shift: (6am-4pm)	2 nd Shift: (2pm-11pm)	Weekdays	Weekends Holidays

Personal Background		
Last Name: _____	First: _____	Middle: _____
Street Address: _____	Phone: _____	
City/State/Zip: _____	Alt. Phone: _____	
Email Address: _____		
Emergency Contact		
Name: _____	Relationship: _____	Phone: _____

For office use only: _____

References

Name & Occupation (Not former employers or relatives)	Phone Numbers
1)	
2)	
3)	
4)	

If hired, how long do you intend to work for RMYA?

0 - 3 Months 3 - 6 Months 6 Months - 1 Year 1 – 2 Year 2 – 5 Years 5+ Years

Licenses

Licenses you hold: _____

Indicate languages you speak, read, and/or write: _____

Signature

Roy Maas Youth Alternatives, (RMYA) is required to check criminal conviction records on applicants in positions with direct contact with persons served by the agency once an employment offer is made. Certain convictions may make you ineligible for employment/continued employment and lead to dismissal.

For insurance purposes, driving records will be checked on all employees who are required to drive. If an employee is not insurable, employment may be terminated.

I hereby declare the information provided by me in this Employment Application is true, correct and complete to the best of my knowledge. I understand that if employed, any misstatement or omission of fact on this application shall be considered cause for dismissal and I understand that as a condition of employment, compliance with the RMYA Personnel Policies is required.

I am also aware that RMYA does have a Drug Abuse Policy and that all staff are required to consent to random and pre-employment drug and alcohol testing upon request with or without cause.

Signature

Date

*Please note: All applicants must answer questions on page 4.

Questions & Answers (All applicants must answer)

1. Why do you want to join the Roy Maas Youth Alternatives (RMYA) team? _____

2. How would you encourage a child to solve a problem they are experiencing? _____

3. Describe the ideal environment for a child to live in. _____

4. What are some techniques or ideas you have that you could share with the children and families we serve at RMYA that can motivate them to learn, grow, and make positive changes in their lives? _____

5. How do you feel residents living at RMYA programs and families that we provide services for should be treated? _____

6. List qualities that you have that allow you to work well with others then describe how you have handled conflict with another person in the past. _____

7. If you saw another employee breaking an RMYA policy or rule how would you handle the situation?

8. What qualities do you possess that would make you a good employee and a good role model for the children we care for? _____

9. At RMYA we work with children/families from a wide range of cultural, ethnic, and socioeconomic backgrounds. How do you define cultural diversity? _____

_____What are your professional and/or personal experiences in a culturally diverse setting? _____

10. How did you feel answering the questions? _____

11. Why do you think you were asked these questions? _____
