

The ARCH Companies  
Serving East Central Minnesota and Northwest Wisconsin  
Email: [samb@thearchcompanies.com](mailto:samb@thearchcompanies.com)

Date Application Filled Out: \_\_\_\_\_ Email Address: \_\_\_\_\_

Have you previously worked for Arch Companies?    ☐ Yes       ☐ No

If yes, when and where?

How did you hear about Arch:    ☐ Newspaper       ☐ Friend       ☐ Internet  
Other?

Name:		Date you can start:	
Address:	City:	State:	Zip:
Phone Number:	Are you 18 years or older? Yes                      No	Position Desired:	
Site Desired: (Pine City, Minong, Hayward, or Rice Lake)			

Referred By: (if applicable) \_\_\_\_\_

Are you legally eligible for employment in this country? ..... ☐ Yes    ☐ No

Are you employed now? ..... ☐ Yes    ☐ No

If so, may we contact your present employer? ..... ☐ Yes    ☐ No

Type of employment desired?    ☐ Full Time    ☐ Part Time    ☐ Temporary    ☐ Seasonal/School Break

Date you can start: \_\_\_\_\_ Salary Desired: \_\_\_\_\_

General Information

Special Training:
Subject of special training:
Special skills:

Please provide a list of you last three employers, starting with the most recent

Name of Employer:			
Address:		City:	State: Zip:
Starting Date:	Leaving Date:	Job Title:	
Starting Salary:	Ending Salary:	May we contact your supervisor? Yes No	
Name of Supervisor:		Title:	Phone:
Job description:			
Reason for leaving:			

Name of Employer:			
Address:		City:	State: Zip:
Starting Date:	Leaving Date:	Job Title:	
Starting Salary:	Ending Salary:	May we contact your supervisor? Yes No	
Name of Supervisor:		Title:	Phone:
Job description:			
Reason for leaving:			

Name of Employer:			
Address:		City:	State: Zip:
Starting Date:	Leaving Date:	Job Title:	
Starting Salary:	Ending Salary:	May we contact your supervisor? Yes No	
Name of Supervisor:		Title:	Phone:
Job description:			
Reason for leaving:			

Availability

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

### **Authorization**

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give Arch any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise and release Arch from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of Arch 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, unless it is in writing and signed by an authorized Arch representative.

### **RELEASE OF INFORMATION WAIVER**

In consideration of my employment with The ARCH Companies (Arch), I hereby acknowledge that as part of my employment or my application for employment, the Minnesota or Wisconsin Department of Human Services (DHS), will conduct a background study on me and determine whether I am qualified to work in a DHS Licensed facility, as provided in state law and rule. I understand that my failure to cooperate is grounds to terminate or deny employment under MN Statute 245A.095, Subd. 4 (3) or WI Statute 50.065 (depending on which facility is being applied for.) I also understand that state law authorizes DHS or County to receive conviction data, certain juvenile data, arrest information, investigation information, substantiated reports of abuse or neglect of adults or children and other information. I hereby authorize DHS or County Social Services to release all information received as part of the background study to Arch. I further acknowledge that my employment is conditioned on initial and continued qualifications as determined by the Commissioner of Human Services, and that determination of disqualification is cause for immediate dismissal. I hereby release Arch, its assigns and successors from any and all liability arising from such dismissal resulting from the Commissioner's determination.

### **EQUAL EMPLOYMENT OPPORTUNITY**

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at Arch will be based on merit, qualifications, and abilities, Arch does not discriminate in employment opportunities or practices on the basis of race, color, creed, religion, sex, national origin, age, disability, marital status, sexual orientation, status with regards to public assistance, or any other characteristic protected by law. Arch will make reasonable accommodations for qualified individuals with known disabilities unless doing would result in a hardship.

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NAME (PLEASE PRINT)

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SIGNATURE

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DATE