



APPLICATION FOR EMPLOYMENT

The Bridge is an equal opportunity employer. The Bridge does not discriminate in employment with regard to race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service or any other characteristic protected by law. *Incomplete information could disqualify you from further consideration. Please complete ALL fields.*

PERSONAL INFORMATION

Last Name		First Name		Middle Name	
Street or Mailing Address		City	State	Zip Code	Email Address
Home Phone Number Area Code ()	Mobile Phone Number Area Code ()		Best Time to Call		

Are you legally eligible for employment in the U.S? Yes No Are you at least 18 years of age? Yes No

Have you ever been terminated from employment or asked to resign by an employer? Yes No If yes, please provide company names and details _____

Can you work any shift? Yes No If no, explain: _____

Are there any days that you cannot work? _____

Can you work overtime, including weekends? Yes No

Can you reliability commute or relocate Yes No Will you travel if the job requires it? Yes No

Have you ever submitted an application here before? No Yes Date submitted: _____

Have you ever been employed here? No Yes From _____ To _____

Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation? Yes No

EMPLOYMENT DESIRED

What position are you applying for? _____ Date you can start? _____

Hourly Rate/Salary Desired: _____ Type of work desired: Full-time Part-time PRN (as needed)

REFERRAL SOURCE

How did you find out about this position? Employee (Name) _____ Bridge Web Site

Job Board (i.e. Indeed) Educational Institution Government Employment Agency Walk-in

Other _____

THE BRIDGE IS A SMOKE-FREE ENVIRONMENT

EDUCATIONAL BACKGROUND

High School	City, State	Number of Years Completed	Required Degree/Diploma Completed <input type="checkbox"/> High School Diploma <input type="checkbox"/> General Education Diploma (GED) <i>(As Condition of Employment, proof must be provided)</i>
College/University		Type of Degree/Certificate Earned	Degree/Diploma Conferred <input type="checkbox"/> Yes <input type="checkbox"/> No
Location	Major Fields of Study		Other Relevant Subjects Studied
College/University		Type of Degree/Certificate Earned	Degree/Diploma Conferred <input type="checkbox"/> Yes <input type="checkbox"/> No Clinical Practicum/Internship Completed <input type="checkbox"/> Yes <input type="checkbox"/> No
Location	Major Fields of Study		Other Relevant Subjects Studied
Other		Type of Degree/Certificate Earned	Degree/Diploma Conferred <input type="checkbox"/> Yes <input type="checkbox"/> No Clinical Practicum/Internship Completed <input type="checkbox"/> Yes <input type="checkbox"/> No
Location	Major Fields of Study		Other Relevant Subjects Studied

PROFESSIONAL LICENSES AND CERTIFICATES HELD

List all professional licenses or certificates.

Type of License or Certificate	License or Certification Number	Expiration Date	State	Granted By (Licensing Board)

ADDITIONAL INFORMATION

List any additional skills, knowledge, or experience you would like to be considered in assessing your qualification for this position, such as volunteer work, vocational training, computer courses, software skills, office skills, foreign language skills, keyboarding skills/speed, research skills, etc.

TREATMENT EXPERIENCE

NUMBER OF YEARS	ADOLESCENT	ADULTS	POST MASTERS
Substance Abuse			
Mental Health			

PREVIOUS EMPLOYMENT RECORD

Beginning with your present or most recent employment, list in order all positions you have held during the past 7 years. Account for period in school, military, self-employment, unemployment, or volunteer activities. Statements such as “see résumé” do not substitute for completing any portion of this application.

1	Name of Employer	Street Address, City, and State		
	Beginning Date	Ending Date	Supervisor	
Describe the type of work/Job Duties:				
Reason for Leaving			May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why?	Telephone Area Code ()
2	Name of Employer	Street Address, City, and State		
	Beginning Date	Ending Date	Supervisor	
Describe the type of work/Job Duties:				
Reason for Leaving			May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why?	Telephone Area Code ()
3	Name of Employer	Street Address, City, and State		
	Beginning Date	Ending Date	Supervisor	
Describe the type of work/Job Duties:				
Reason for Leaving			May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why?	Telephone Area Code ()

PLEASE READ CAREFULLY BEFORE SIGNING

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for The Bridge to hire me. If I am hired, I understand that either The Bridge or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of The Bridge has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to The Bridge true and complete information on this application. No requested information has been concealed. I authorize The Bridge to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

If I am hired, I understand that I must furnish proof of my education as indicated on my application. I also understand that if I am hired, I will be required to provide proof of identity and legal work authorization.

Print Applicant Name

Signature

Date

This application is valid only for one year from the date above.



FCRA Authorization to Obtain a Consumer Report (Background/Credit Check)

Pursuant to the federal Fair Credit Reporting Act, I hereby authorize The Bridge and its designated agents and representatives to conduct a comprehensive review of my background through a consumer report and/or an investigative consumer report to be generated for employment, promotion, reassignment or retention as an employee, internship, or volunteering. I understand that the scope of the consumer report/investigative consumer report may include, but is not limited to, the following areas: verification of Social Security number; current and previous residences; employment history, including all personnel files; education; references; credit history and reports; criminal history, including records from any criminal justice agency in any or all federal, state or county jurisdictions; birth records; motor vehicle records, including traffic citations and registration; and any other public records.

I authorize the complete release of these records or data pertaining to me that an individual, company, firm, corporation or public agency may have. I hereby authorize and request any present or former employer, school, police department, financial institution or other persons having personal knowledge of me to furnish The Bridge or its designated agents with any and all information in their possession regarding me in connection with an application of employment, internship, or for volunteering. I am authorizing that a photocopy of this authorization be accepted with the same authority as the original.

I understand that, pursuant to the federal Fair Credit Reporting Act, if any adverse action is to be taken based upon the consumer report, a copy of the report and a summary of the consumer's rights will be provided to me.

PLEASE PRINT

Full Current Legal Name

(First) (Middle) (Last)

ALL Former Names (enter N.A. if does not apply) Maiden: _____

Nick Name(s) / Alias (es) / Previous Married Name(s): _____

Address _____

City/State/Zip _____

Driver's License State _____ Number _____ Expiration Date _____

Date of Birth _____ Social Security Number _____

Signature of Applicant/Volunteer/Intern/Employee

Date

The Bridge, Inc., Administrative Office, Human Resources Department
3232 Lay Springs Rd., Gadsden, AL 35904 • Telephone 256-546-6324 • Fax 256-546-9038



VOLUNTARY SELF-IDENTIFICATION
(Confidential – for statistical use only)

The Bridge, Inc. is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, age, national origin, disability, veteran status, sexual orientation or any other classification protected by federal, state, or local law. The Bridge is subject to certain non-discrimination and affirmative action recordkeeping and reporting requirements to the Federal Government for civil rights enforcement purposes. For this reason, we invite you to self-identify. If you choose not to self-identify at this time, the government requires the employer to determine this information by visual survey and/or other available information. This information is kept separate from your application and will be used only in the compilation of data for EEO reporting.

Completion of this data is voluntary and will not affect your opportunity for employment or terms or conditions of employment, if hired. When reported, data will not identify any specific individuals.

PLEASE COMPLETE IN FULL:

Date of Application: _____ Position for which you Applied: _____

Name: _____ Gender: Male Female

RACE/ETHNIC IDENTIFICATION (*Please check one of the descriptions below corresponding to the ethnic group with which you most identify.*)

- American Indian or Alaskan Native** – A person having origin in any of the original peoples of North America, Central America, or South America, and who maintains tribal affiliation or community attachment.
- Asian** – A person having origin in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, The Philippine Islands, Thailand, or Vietnam.
- Black or African American** – A person having origin in any of the black racial groups of Africa.
- Hispanic or Latino** – A person of Mexican, Puerto Rican, Cuban, Chicano, Central or South American, or other Spanish culture or origin, regardless of race.
- Native Hawaiian or Other Pacific Islander** – A person having origin in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White** – A person having origin in any of the original peoples of Europe, North Africa, or the Middle East.
- Two or More Races** – A person who primarily identifies with two or more of the above race/ethnicity categories.
- I do not wish to disclose.**

Personal and Confidential

This self-identification form will be separated from the application and will not be used in the employment decision.

The Bridge, Inc., Administrative Office, Human Resources Department
3232 Lay Springs Rd., Gadsden, AL 35904 • Telephone 256-546-6324 • Fax 256-546-9038

Applicant Copy to Keep

Para información en español, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting

agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need -- usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- The following FCRA right applies with respect to nationwide consumer reporting agencies:

CONSUMERS HAVE THE RIGHT TO OBTAIN A SECURITY FREEZE

You have a right to place a “security freeze” on your credit report, which will prohibit a consumer reporting agency from releasing information in your credit report without your express authorization. The security freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a security freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit.

As an alternative to a security freeze, you have the right to place an initial or extended fraud alert on your credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer’s

credit file. Upon seeing a fraud alert display on a consumer's credit file, a business is required to take steps to verify the consumer's identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting 7 years.

A security freeze does not apply to a person or entity, or its affiliates, or collection agencies acting on behalf of the person or entity, with which you have an existing account that requests information in your credit report for the purposes of reviewing or collecting the account. Reviewing the account includes activities related to account maintenance, monitoring, credit line increases, and account upgrades and enhancements.

- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	CONTACT:
<p>1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates</p> <p>b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB:</p>	<p>a. Consumer Financial Protection Bureau 1700 G Street, N.W. Washington, DC 20552</p> <p>b. Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue, N.W. Washington, DC 20580 (877) 382-4357</p>
<p>2. To the extent not included in item 1 above:</p> <p>a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks</p> <p>b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act</p> <p>c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations</p> <p>d. Federal Credit Unions</p>	<p>a. Office of the Comptroller of the Currency Custom Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050</p> <p>b. Federal Reserve Consumer Help Center P.O. Box. 1200 Minneapolis, MN 55480</p> <p>c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106</p> <p>d. National Credit Union Administration Office of Consumer Financial Protection (OCFP) Division of Consumer Compliance Policy and Outreach 1775 Duke Street Alexandria, VA 22314</p>
<p>3. Air carriers</p>	<p>Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington, DC 20590</p>
<p>4. Creditors Subject to the Surface Transportation Board</p>	<p>Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington, DC 20423</p>
<p>5. Creditors Subject to the Packers and Stockyards Act, 1921</p>	<p>Nearest Packers and Stockyards Administration area supervisor</p>
<p>6. Small Business Investment Companies</p>	<p>Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, S.W., Suite 8200 Washington, DC 20416</p>
<p>7. Brokers and Dealers</p>	<p>Securities and Exchange Commission 100 F Street, N.E. Washington, DC 20549</p>
<p>8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations</p>	<p>Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090</p>
<p>9. Retailers, Finance Companies, and All Other Creditors Not Listed Above</p>	<p>Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue, N.W. Washington, DC 20580 (877) 382-4357</p>