



Adult & Teen Challenge
Northeastern Wisconsin

APPLICATION FOR EMPLOYMENT

Name: _____ Date: _____
(last) (first)

Address: _____
(street address) (city) (state) (zip)

Phone: _____ Alternate Phone: _____

Email Address: _____ Social Security Number: _____

Recovery Coach position applying for: Full / Part Time Date you can start: _____

Choose your preferred shift: 7:00-3:00pm / 3:00-11:00pm / 11:00-7:00am

Choose an alternative shift if preferred shift isn't available: 7:00-3:00pm / 3:00-11:00pm / 11:00-7:00am

Referred By: _____

Are you 18 years of age? Yes/No

Do you have a valid driver's license? Yes/No

Please list all driving violations and approximate dates within the past 7 years:

Do you have a legal right to work in the U.S.? Yes/No

Have you applied here before? When? _____

Have you worked for any Teen Challenges before? If so, when & where? _____

Have you sought treatment for, or been arrested for any offense involving alcohol or illegal drug use in the past two years? Yes/No

If yes, please explain: _____

Are you able to refrain from tobacco use during working hours? Yes/No

ATCNEW strictly prohibits all tobacco use during working hours, and at any time within sight of ATCNEW property.

Have you been convicted of a criminal offense (not including traffic violation)? Yes/No

If yes, please list all convictions and an explanation. Answering yes will not necessarily exclude you from consideration. _____

EDUCATION AND FORMAL TRAINING

Do you have a high school diploma? Yes/No

If yes, list the name & location: _____

If no, list the highest grade completed:

Do you have a GED certificate: _____

Special License and Certificates

1. _____

2. _____

3. _____

EMPLOYMENT HISTORY

Please list below your last work experience, paid or unpaid. Describe your job separately, emphasizing your specific tasks and supervisor, technical or other responsibilities performed. Give special attention to work experience relating to the position for which you are applying. Explain significant breaks in work experience. If the space provided for "duties" is inadequate, please attach additional sheets.

Name of Employer: _____

Address: _____

Name of Supervisor: _____ Telephone: _____

Position Held: _____

Dates of Employment: _____

Starting Salary: _____ Ending Salary: _____ Full-time/ Part-time

Duties (be specific): _____

Reason for leaving: _____

May we contact this employer at this time? Yes/No

If no, explain:

_____ Briefly explain why you desire employment with ATCNEW. Use additional paper if necessary:

APPLICANT'S STATEMENT

By my signature below, I certify that all answers and statements on this application are true and complete to the best of my knowledge. I understand that should an investigation disclose untruthful or misleading information, my application may be rejected, my name removed from consideration or my employment with Adult & Teen Challenge Northeastern Wisconsin terminated.

I understand that ATCNEW is a faith-based organization founded on Christian principles and if my application for employment is accepted, I will be working in an environment that is Christian in nature. Although my religious beliefs and practices may differ from those of ATCNEW, I agree that I will respect the religious views of ATCNEW and its leadership and will abide by the bylaws, policies, and procedures of ATCNEW. Moreover, I will refrain from promoting any beliefs or publicly demonstrating any behavior that contradicts the teaching, philosophy, or beliefs of the ATCNEW program during working hours, or while on ATNEW property.

I agree that I will settle any and all previous unasserted claims, disputes or controversies arising out of or relating to my application or candidacy for employment, employment and/or cessation of employment with ATCNEW, exclusively by binding arbitration in accordance with the Rules for the Resolution of Employment Disputes issues by the American Arbitration Association (AAA) in effect on the date that a request for arbitration is made by either ATCNEW or me. By way of example only, such claims include claims under federal, state, and local statutory or common law, such as Age Discrimination in Employment Act, Title VII of the Civil Rights Act of 1964, as amended, including the amendments of the Civil Rights Act of 1991, the Americans with Disabilities Act, the law of contract and the law of tort. All administrative costs of arbitration shall be borne equally by the parties.

I understand that this employment application and any other company documents are not contracts of employment. I understand that my employment with ATCNEW is "at will", and that with Adult & Teen Challenge Northeastern Wisconsin or myself may end my employment at any time.

Print Name: _____

Signature: _____ **Date:** _____

ATCNEW SURVEY

Thank you for your interest in Adult & Teen Challenge Northeastern Wisconsin.

In order for us to get to know you better, please answer the following questions.

Thank you!

How did you hear about our job opportunity? _____

How familiar are you with Adult & Teen Challenge? _____

Are you attending a local church? Yes/No

Have you read our statement of faith, located on the careers page? Yes/No

Please share your current base salary expectations _____

What skills, knowledge and experience from prior positions and education have prepared you for this role?

MISSION STATEMENT

ATCNEW mission is to help individuals attain freedom from chemical addictions and other life controlling problems by addressing their spiritual, physical, and emotional needs.

STATEMENT OF FAITH

1. We believe the Bible is the inspired, infallible, and authoritative written Word of God.
2. We believe there is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.
3. We believe in the deity of our Lord Jesus Christ, His virgin birth, His sinless life, His miraculous ministry, His vicarious and atoning death, in His bodily resurrection, in His ascension to the right hand of the Father, in His personal return to earth, at which time he will judge the quick and the dead.
4. We believe the only means of being cleansed from sin is through repentance and faith in the precious blood of Jesus Christ, and that regeneration by the Holy Spirit is essential for personal salvation.
5. We believe in the ordinances of the church: Holy Communion and Water Baptism by immersion
6. We believe the Baptism in the Holy Spirit, according to Acts 2:4, is given to believers who ask for it.
7. We believe the redemptive work of Christ on the cross provides divine healing of the human body in answer to believing in prayer.
8. We believe in the sanctifying power of the Holy Spirit by whose indwelling the Christian can live a holy life.
9. We believe in the Blessed Hope, the imminent return of Jesus Christ followed by his reign on the earth for 1,000 years.
10. We believe in the resurrection of the saved and the lost, the one to everlasting life and the other to eternal damnation.

It is recognized that individuals may differ on some of the “non-essential” beliefs or practices held by the organization. By recognizing this statement of faith, you agree those differences mustn't be promoted with ATCNEW clients, as this will tend to cause confusion and take the focus off their recovery.

Print Name: _____

Signature: _____

Date: _____