

HARTRA

Harmony Travel Healthcare Staffing, LLC
7330 Staples Mill Road, Suite 215
Richmond, VA, 23228

For Official Use Only

Date Received: _____, 20__

Reviewed by: _____

Comments: _____

EMPLOYMENT APPLICATION

Harmony Travel Healthcare Staffing, LLC provides equal employment opportunity to all qualified persons, and does not unlawfully discriminate against any person on the basis of race, color, creed, religion, sex, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Please -

- Complete all items on the application, even if the information is included on your resume or other document submitted by you.
- Sign and date your application.
- Type or print all requested information.
- You can attach your resume' or cover letter if desire
- Submit your application by Email to: apply@harmonytrvl.com or Fax at: **1-804-265-1434**

Position Applying For: Traveling Registered Nurse

Personal Information

1. Name (Last, First Middle)	3. Social Security # -- --	6. Driver's License (State/No.)
2. Address (Street)	4. Telephone Number () -	7. Alternate Telephone () -
Address (City, State, Zip Code)	5. Email Address	
8. Emergency contact number:	Emergency contact name:	
	9. Referred by:	

General Information

Are you legally eligible for work in the U.S.A.?

Yes No

(if yes, verification will be required)

Have you ever applied to or worked for Harmony Travel Healthcare Staffing before?

Yes No

If so, when?

Are any of your relatives currently working for Harmony Travel Healthcare Staffing?

Yes No

If so, please list name and department, if applicable.

Have you ever been convicted of a felony?

Yes No

If yes, please explain.

Has your license(s) or certification(s) ever been under investigation, revoked, or

Yes No

Suspended? If yes, please explain.

Have you ever been part of a medical malpractice case? If yes, explain. Yes No

Employment Request

If applicable, are you available for overtime? Yes No

What is the earliest date you can begin work?

How did you hear about this position?
 Recruiter Internet Job Posting Newspaper Classified Company Website Other _____

Employment History

**Please begin with most recent employment*

May we contact your current employer? Yes No Not Applicable

Employer: _____ Address: _____ Supervisor: _____ Telephone: () _____ - _____	Dates of Employment: _____ to _____	Pay or salary Start: Final:	Position: Duties:	Reason for Leaving:
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Employer: _____ Address: _____ Supervisor: _____ Telephone: () _____ - _____	Dates of Employment: _____ to _____	Pay or salary Start: Final:	Position: Duties:	Reason for Leaving:
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Education

School	Name	Location	Course of Study	Degree Obtained
High School/GED				
College/University				
Graduate School				

Signature / Certification

I certify that the facts set forth in this application are true, complete, and correct to the best of my knowledge. I understand that any misrepresentations, falsifications, or omissions on this application can be grounds for rejection of my application or, if I am employed by this company, for my immediate termination from employment. I authorize Harmony Travel Healthcare Staffing, LLC (HARTRA) to make any necessary inquiries and investigations into my education, military, or employment history. I further authorize, unless otherwise indicated on this application, the release of my information to Harmony Travel Healthcare Staffing, LLC by any of the schools, services, or employers listed on this application.

I understand that my employment with Harmony Travel Healthcare Staffing is contingent upon successful completion of a medical examination, and passing of a drug and alcohol screening. I authorize Harmony Travel Healthcare, LLC (HARTRA) or their designees, the permission to verify the information provided by me as a condition of employment, and conduct a detailed criminal/civil background investigation of myself, including any areas deemed appropriate by a client facility. HARTRA will not disclose the results of any medical examination or laboratory screening without my specific written approval.

I understand and agree that my position is not for a guaranteed designated time period, and may be terminated by the client facility at any time without notice for circumstances not under the control of HARTRA. I further understand that my continued employment is contingent upon my being able to successfully qualify for and perform the essential position and functions for which I am being hired, including if required by the client facility, any specific competency examination.

(Once application is reviewed and accepted an electronic signature will be requested.)

Signature:

Date:

Submit completed application by
Email to: apply@harmonytrvl.com or Fax at: **1-804-265-1434**