



Pacific Northwest University of Health Sciences Application for Employment

At Pacific Northwest University of Health Sciences (PNWU), we strive for a culture that supports our mission and values. We invest the time and resources to ensure we hire the right candidates who fit our culture and dedicate their work-life to enriching the people and educational programs at PNWU.

Mission

Pacific Northwest University of Health Sciences educates and trains health care professionals with osteopathic values and conducts research to provide quality care to communities of the Pacific Northwest, particularly rural and underserved populations.

Values

Ethics, Accountability and Responsible Transparency: Required in all we do

Excellence in Osteopathic Medical Education: Raising the standard for exceptional education leading to extraordinary impact

Team Work: We have a culture of commitment and collaboration

Continuous Improvement: In everything we do we strive to innovate and improve

Innovation and Responsiveness: Local solutions to community problems

Healthcare for all: We believe access to healthcare is a right

If you feel you are the right candidate for one of our posted positions, please complete the application for employment and return it to:

Pacific Northwest University of Health Sciences
Attn: Human Resources
111 University Parkway, Ste. 202
Yakima, WA 98901
HR@pnwu.org
P: 509-452-5100
F: 509-452-5101

PNWU is a drug-free workplace and equal opportunity employer.

111 University Parkway, Ste. 202, Yakima, WA 98901
P: 509-452-5100 F: 509-452-5101
www.pnwu.org

PERSONAL DATA

Last Name	First Name	Middle Initial	Application Date
Present Address		City, State, Zip	Phone
Are you legally able to be employed to work in the U.S.?			Email Address
Have you ever been employed by Pacific Northwest University?			Are you at least 18 years old?
Position for which you are applying:			When are you available to begin work?
What days/hours are you available for work?			Salary Requirement:

Are you able to perform the essential functions of this position with or without accommodations?

Have you been convicted of a crime and/or released from confinement following a conviction for any criminal offense? If yes, please give date, place and nature of each such conviction. Such conviction(s) may be relevant if job related, but is not an automatic bar from employment. Arrest or charges that have been expunged do not need to be disclosed.

Have you had any findings made against you in any civil adjudicative proceeding?

Have you ever been suspected or directly or indirectly associated with terrorist activity as defined by the USA PATRIOT Act?

EDUCATION

Type	Name and Location	Number of Years Attended	Graduated		Degree or Field of Study
			Yes	No	
High School					
College/University					
Tech/Voc School					
Graduate School					
Other					
Professional Licenses/Certifications					
Second Language					

REFERENCES List three references who know your work:

Name	Address	Phone	Your Association

111 University Parkway, Ste. 202, Yakima, WA 98901

P: 509-452-5100 F: 509-452-5101

www.pnwu.org

EMPLOYMENT HISTORY Please give particulars of all previous employment, starting with the most recent position.

1. Company Name, Address & Phone	Position Held & Supervisor's Name	Duties
Dates of Employment	Salary	Reason for Leaving
2. Company Name, Address & Phone	Position Held & Supervisor's Name	Duties
Dates of Employment	Salary	Reason for Leaving
3. Company Name, Address & Phone	Position Held & Supervisor's Name	Duties
Dates of Employment	Salary	Reason for Leaving
4. Company Name, Address & Phone	Position Held & Supervisor's Name	Duties
Dates of Employment	Salary	Reason for Leaving

Attach additional sheets to document 10 years of employment.

Under penalty of perjury, I certify that the above information is true, correct and complete. I understand that if I am hired, I can be discharged for any misrepresentation or omission in the above application. I also understand that if I am hired, my employment is conditioned on your receipt of a satisfactory report from the Washington State Patrol. I understand that I will not be approved for employment if I have ever been a suspected terrorist or associated directly or indirectly with terrorist activities, as defined by the USA PATRIOT Act.

Signature: _____ Date: _____

Print Name: _____

We may request your fingerprints to complete the Washington State Patrol report for record of criminal convictions for offenses against persons, civil adjudications, and disciplinary board of final decisions. We will make you a copy of the report upon your request.

Pacific Northwest University of Health Sciences is a Drug Free Workplace and Equal Opportunity Employer.

**PRE-EMPLOYMENT CONSENT AGREEMENT
PACIFIC NORTHWEST UNIVERSITY OF HEALTH SCIENCES**

I certify that the information set forth in the Application for Employment is true and complete to the best of my knowledge. I understand that misrepresentation or omission of the facts requested may result in disqualification of my application or dismissal if I have been employed.

I consent to and authorize disclosure of any of the following documents or information in the course of consideration for employment:

- Successfully passing a post offer drug screen
- Employment verification and reference checks
- Verification of eligibility for employment in the United States in accordance with the Immigration Reform and Control Act of 1986, post offer
- Washington State Patrol Criminal Background check, post offer
- Nationwide Wants & Warrants, post offer
- Federal Criminal and County Civil Background check, post offer
- Sex Offender Background check, post offer
- Social Security Trace, post offer
- Verification of Education
- Verification of licensure and certifications

I hereby release all parties and persons connected with any request for information from all claims, liabilities and damages for any reason arising out of furnishing of such information.

I understand that this Application for Employment is not a contract for employment. I understand and agree that any employee handbook which I may receive will not constitute an employment contract, but will be merely a gratuitous statement of University policies. If I am employed by this University, I agree to confirm to the standards of conduct and performance and the personnel policies of the organization, which standards and policies may be unilaterally amended by this University from time to time.

I understand and agree that if I am offered employment by this University, my employment will be for no definite term and that either I, or the University will have the right to terminate the employment relationship at any time, with or without cause, and with or without notice. I also understand that this status can only be altered by a written contract of employment which is specific as to all material terms and is signed by me and the President/Vice President of the University.

If employed, I further agree that if during the course of my employment the University advances any paid leave to me before it has been earned or accrued, overpays me, or advances or loans me any money for goods and services for which I have not paid for, or if through my dishonest or willful act, I lose, damage or fail to return any University property, my signature on this application is my authorization to the University to deduct from my wages or any other amounts the University may owe me, sufficient funds to repay what I owe the University or to replace the University's property.

This release shall remain in effect for the length of my employment and pertain to future release of the above information for employment related purposes.

I have read and understand the consent agreement and conditions of employment	Applicant Signature 	Date
-------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------	------

It is our policy to provide equal opportunity to persons regardless of race, religion, age, gender, sexual orientation, disability or any other classification in accordance with federal, state and local statutes, regulations and ordinances.

Self Identification Form

This University is an Equal Opportunity Employer and the information requested here is not included as part of the application process. Providing this information is voluntary and confidential. A decision not to provide this information will not result in any adverse treatment of your employment application. It is an unlawful employment practice for an employer to fail or refuse to hire, promote or discharge any individual, or otherwise to discriminate against an individual with respect to that individual's terms and conditions of employment, based on individual's race, sex, marital status, color, religion, national origin, sexual orientation, physical/mental disability or condition, or age (except for those less than 13) as defined by state and federal laws and regulations, except when bona fide occupational qualifications exists that restricts or excludes applicants based on that bona fide occupational qualification.

POSITION DESIRED: _____

GENDER:

(Please check one of the options below)

_____ Male

_____ Female

RACE/ETHNICITY:

(Please check one of the descriptions below corresponding to the ethnic group with which you most identify.)

- Hispanic or Latino:** a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.
- White (Not Hispanic or Latino):** a person having origins in any of the original peoples of Europe, the Middle East, or North Africa
- Black or African American (Not Hispanic or Latino):** a person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino):** a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Asian (Not Hispanic or Latino):** a person having origins 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, and Vietnam.
- American Indian or Alaska Native (Not Hispanic or Latino):** a person having origins in any of the original peoples of North and South America (including Central America) who maintains tribal affiliation or community attachment.
- Two or More Races (Not Hispanic or Latino):** all persons who identify with more than one of the above five races.
- I do not wish to complete this self-identification.**

Signature: _____ **Date:** _____