

Nanny Agency of the Hamptons Inc.

employee work application

Thank you for your interest in Nanny Agency of the Hamptons Inc.

Please complete the following Nanny application and the Nanny agreement and return them via US Mail (to: P.O. Box 1217 Wainscott, NY 11975) or Fax (212 925 5285) with a copy of your driver's license.

Employee Application and Agreement:

Name: _____ Date: _____

Work Phone: _____ Home Phone: _____

Cell Phone: _____ Email address: _____

Current address: Street: _____

City: _____ State: _____ Zip: _____

Social Security #: _____ Green Card ID#: _____

Job Applying for:

Personal Assistant

Estate Manager

Housekeeper

Couple

Personal Chef

Laundress

Baby Nurse

Butler

Please describe experience in the above field:

Driving/ Personal Habits:

Valid Driver's License: _____ State: _____

License #: _____

Number of accidents/moving violations in which you were a driver in the last 3 yrs: _____

Have you ever been convicted of a crime: _____

Explain: _____

Do you drive a stick shift? _____ Can you bring a car? _____

Do you smoke? _____ Do you take drugs? _____ Do you drink alcoholic beverages? _____

Dietary restrictions: _____

CPR: _____

Other special qualification: _____

Health:

How is your general health? _____

What is your energy level? _____

Do you take any prescription medications? _____ What for? _____

Allergies: _____ Psychological problems?: _____

Are you physically able to do this job? _____

Education/Interests:

Highest level of education: _____

School/College: _____

Special interests: _____

Do you like pets? _____

Hobbies: _____

Past employment:

To	From	Family Name	Phone Number
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Permanent address: _____

Permanent phone: _____

Authorization:

I _____ acknowledge that you have advised me that you may request a reference check which may include information on my character, general reputation, education, personal characteristics, driving record, police record, and past employment. I hereby authorize you to obtain such a report. I acknowledge that I have read and understand this statement and all statements made, and the information provided on the employment application, of which this is a part, are true to the best of my knowledge. I agree to release and promise to hold Nanny Agency of the Hamptons Inc. harmless for any act of the employer. I also agree to hold Nanny Agency of the Hamptons Inc. harmless of any claim as a result of the placement.

Applicant's signature: _____ Date: _____

Agreement between ("Employee"): _____ and Nanny Agency of the Hamptons Inc., a licensed and bonded employment agency in the State of New York.

Nanny Agency of the Hamptons Inc. is acting solely as a referral agent and at no time will be the employer. The Nanny is under no obligation to accept any referral to or a job from anyone Nanny Agency of the Hamptons Inc. refers the Employee to.

I hereby certify that my claimed identity is genuine and true and I also certify that all the information in the application, essays and additional information given to Nanny Agency of the Hamptons Inc. by added means is true in all respects.

I hereby relinquish all claims or possible liability from Nanny Agency of the Hamptons Inc. At no time will Nanny Agency of the Hamptons Inc. be held responsible for any damage or loss resulting from employment from a Nanny Agency of the Hamptons Inc. referral, including any acts of commission or omission on my part or the part of the employer family. I also agree that Nanny Agency of the Hamptons Inc. will not be held liable for the reimbursement of any fees arising from traveling to or from the set job or any possible court costs or lawyer fees stemming from any claim that may be made by any person.

I understand that I must inform Nanny Agency of the Hamptons Inc. of any contracts or job offers that may come about in the course of my job search including the acceptance of a position. Nanny Agency of the Hamptons Inc. is not obligated to find me a position and will not be held responsible if an employment is unsuccessful.

I agree to keep all information given to me about prospective employers confidential and will continue to keep that confidential at all times in respect for the families' privacy.

I am aware that I am responsible for the travel expenses and travel arrangements to relocate to the said employment and will make my own agreement with my employer for reimbursement or other compensation.

I understand that I am not required to pay a fee of any kind for the referral services of Nanny Agency of the Hamptons Inc. I understand that the Nanny Agency of the Hamptons' Inc. referral fee is the obligation of my employer. I am aware that there is a contractual agreement between Nanny Agency of the Hamptons Inc. and my employer and understand that I may not arrive at the employer's home until such conditions as set in the agreement between Nanny Agency of the Hamptons Inc. and my employer.

I understand that I am being asked to make at least a _____ month commitment to which ever family I decide to be placed with and am willing to do so. I am able to start work on: _____ and terminate work on: _____.

I agree to follow the rules laid down by the American Arbitration Association stating that any problems or breeches of contract arising from this agreement must be settled by arbitration and any judgment made by the arbitrators may be entered in any court having jurisdiction thereof.

I understand that Nanny Agency of the Hamptons Inc. and my employer will rely on information which I provide on my application, forms provided by Nanny Agency of the Hamptons Inc. and other records and/or statements which I may provide. I give permission to Nanny Agency of the Hamptons and any prospective employer to verify and use the information for employment purposes which I provide during an interview or in writing. I agree that Nanny Agency of the Hamptons Inc. may cancel its agreement to assist me in finding employment and/or that my employer may dismiss me immediately if any part of the information is not true.

I understand that nothing in this contract is intended to guarantee that Nanny Agency of the Hamptons Inc. will find me a suitable position. If I accept a position as a result of a referral from Nanny Agency of the Hamptons Inc. and the job is unsuccessful, I understand that Nanny Agency of the Hamptons Inc. is not required to assist me in finding another job or to reimburse me for any expenses I may incur should I voluntarily or involuntarily leave my job.

I have read and understand all of the foregoing provisions of this contract and I confirm my agreement with all that is contained in the contract by signing my signature below:

Signature _____ Date _____

for Nanny Agency of the Hamptons, Inc.:

Signature _____ Date _____

