



Brandis Center, Inc.
Shaping Lives through ABA

54 Main Street
Sturbridge, MA 01566
info@brandiscenter.com
P: (774) 241-0001
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APPLICATION FOR EMPLOYMENT

PERSONAL (please print)

Last Name:	First Name:	Today's Date:
Street Address/PO Box:		
City:	State:	Zip:
Home Phone:	Mobile Phone:	Email Address:

Position desired: ☐ Behavior Tech. ☐ BCBA ☐ Internship

- ☐ **Part-Time** (10-15hrs per week on average)
☐ **Full-Time** (30+ on average. Hours may fluctuate up or down depending on client needs)
☐ **As Needed** (Hours may fluctuate based on client needs)

Can you perform all functions of the position for which you are applying?
(See attached Job Description)

☐ Yes ☐ No

If not, please explain:

Are you legally eligible to be employed in the United States? ☐ Yes ☐ No
(Proof of identity and eligibility will be required upon employment)

Are you over the age of 21 years? ☐ Yes ☐ No
(this position requires applicants to be at least 21 yrs of age)

Have you ever worked for Brandis Center Inc. before? ☐ Yes ☐ No

Are you presently employed? ☐ Yes ☐ No

When would you be available to begin work? ☐ Within 2 weeks ☐ More than 2 weeks

Approx. date: _____

When are you available to work?: ☐ Morning ☐ Afternoon ☐ Evening ☐ Open Availability

Provide specific hours if necessary: (hour of operation 8:30AM - 6:00PM)

Day	Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
From	n/a						n/a
To	n/a						n/a

Have you completed any special courses or certifications? (example: RBT, Safety Care, CPR etc.) ☐ Yes ☐ No

If yes, please describe:

Employment with Brandis Center Inc. requires you to pass a background check. If offered a position, you will also be required to complete an I-9 form to verify your eligibility to work in the United States. Do you understand these requirements and want to proceed?

☐ I Understand

If not, please understand that we will not be able to move forward with the hiring process

I understand that employment with Brandis Center Inc. requires adherence to all ethical standards, including but not limited to client confidentiality, professional conduct, and mandated reporter responsibilities under Massachusetts law.

☐ I Understand

If not, please understand that we will not be able to move forward with the hiring process

EMPLOYMENT (please print)

THIS SECTION IS OPTIONAL: If resume is attached

1. Most recent

Name of Employer		
Position		
Dates Employed	From:	To:

Duties performed:

2.

Name of Employer		
Position		
Dates Employed	From:	To:

Duties performed:

3.

Name of Employer		
Position		
Dates Employed	From:	To:

Duties performed:

Education (please print)
THIS SECTION IS OPTIONAL: If resume is attached

1. Most recent

Institution		
Degree Level		
Dates	From:	To:

2.

Institution		
Degree Level		
Dates	From:	To:

3.

Institution		
Degree Level		
Dates	From:	To:

REFERENCES (please print)
(you may also email these to tgordon@brandiscenter.com after the interview)

1.

Name:	
Email & Phone	
Type of Ref.	Personal/Professional:

2.

Name:	
Email & Phone	
Type of Ref.	Personal/Professional:

3.

Name:	
Email & Phone	
Type of Ref.	Personal/Professional:

Brandis Center Inc. is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.

Background and Reference Check Consent

I understand that any offer of employment with Brandis Center Inc. is contingent upon the successful completion of both a background check and reference checks.

The background check may include the following:

- County Criminal Search
- National Criminal Search
- Sex Offender Search
- Social Security Number Trace
- Global Watchlist Search

I authorize Brandis Center Inc. to initiate this background check through its third-party provider, Checkr, via Gusto, and I consent to completing any required authorization forms and providing necessary information for this process.

I also authorize Brandis Center Inc. to contact the professional references I have provided in connection with my application for employment and consent to the release of information by these references regarding my work history, qualifications, and performance.

I understand that all information obtained during these checks will be handled in compliance with applicable federal and state laws, including the Fair Credit Reporting Act (FCRA), and will be kept confidential and used solely for employment purposes.

Continue on next page

Effective 1/2026

PLEASE READ AND SIGN

I certify that all information provided in this application is true, complete, and accurate to the best of my knowledge. I understand that any false statements, omissions, or misrepresentations may result in disqualification from consideration for employment or, if discovered after hire, may result in disciplinary action up to and including termination of employment.

I understand that submission of this application does not guarantee employment. I further understand that, if hired, my employment with Brandis Center Inc. is **at-will**, meaning that either I or the organization may terminate the employment relationship at any time, with or without cause or notice, consistent with applicable law.

I understand that employment with Brandis Center Inc. may be contingent upon the successful completion of background checks, reference checks, verification of credentials, and any other pre-employment requirements as permitted by law.

I acknowledge that, if employed, I will be expected to comply with all policies, procedures, and professional standards of Brandis Center Inc., including but not limited to standards related to ethical conduct, client confidentiality, professionalism, and mandated reporter responsibilities under Massachusetts law.

I authorize Brandis Center Inc. to investigate all statements contained in this application and to obtain information from prior employers, references, educational institutions, and other relevant sources as necessary to evaluate my qualifications for employment.

Applicants Signature

Applicants Printed Name

Today's Date