

Notice to Applicants

(please read before completing the Employment application form)

We appreciate your interest in America BioHealth S.A. and in becoming a member of our premium holistic and biological dental clinic (Costa Rican BioDental) located at Hospital CIMA. The first thing you need to know is our team's Mission, which is as follows:

The mission of Costa Rican BioDental is to give people biological dental treatments, while Inspiring awareness towards holistic dentistry, natural healing, health and wellness.

At Costa Rican BioDental, our staff are committed to successfully carrying out our Mission. In order to do this, we work together as a team. Each member of our team is expected to adhere to certain standards of excellence. Before filling an application for employment, please review the expectations listed below:

- Performance of all tasks in your job description in a competent and appropriate manner is required.
- Approach patients, family members, visitors and co-workers with warmth, caring, friendliness and cheer at all times. (The patient is always right!)
- A professional appearance at all times and full compliance with America BioHealth dress code is required. (Uniforms are required in certain departments; partial uniforms are not acceptable.)
- A willingness to abide by all Employer policies, including the Personal Items Policy, which is strictly enforced. The use of personal objects within the building and hospital grounds. Failure to abide by the policy is grounds for immediate dismissal.

At Costa Rican BioDental, competence and caring go hand-in-hand; one without the other constitutes inadequate performance. Going to a dental clinic can be an overwhelming experience for patients (not to mention in a foreign country). With illness come many other problems; financial, family, prognosis for recovery, dental procedures and pain - the list goes on. It is the responsibility of every America BioHealth S.A. employee to provide patients and their family members with the best possible care and to make their stay with us as comfortable as possible.

Equal Employment Opportunity (EEO):

America BioHealth S.A. is an equal Employment Opportunity / Affirmative Action Employer. It is the policy of the Clinic to ensure equal employment opportunity in all personnel actions including, but not limited to; recruitment, selection and employment, training, promotion, transfer, compensation, work location, benefits, and all other conditions of employment.

At Costa Rican BioDental, the patient is always right!

I have read, understood and agree with the above statement:

Signature

Date

Application for Employment with America BioHealth S.A.
A completed application file will be necessary before an onsite interview can occur.

Official Checklist

- This completed and signed application form
- A copy of your current and updated curriculum vitae or resume
- Your personal statement/cover letter which includes the following;
 1. Why do you want to join the Costa Rican BioDental team?
 2. Why am I interested in the position for which I am applying?
 3. What attributes make you an outstanding candidate for this position?

The Personal Statement/cover letter is an opportunity for applicants to share with the selection committee other important information about themselves.

Onsite Interview

An onsite interview is required. If you are planning to be in the San Jose, Escazu area for interviews, please indicate when you are scheduled to be here and we will try to coordinate interview dates:

Full Name and Signature _____

Date _____

By my signature above, I certify that all answers and statements on this application are true, complete and to the best of my knowledge.

Application Procedure

Please complete and send your application materials to;

Maria Jose Garro Camacho
Human Resources Coordinator
Department of Human Resources

America BioHealth S.A.
CIMA International Hospital
Avenida Medica #104, Suite #223
San Jose, Escazu, Costa Rica, 10203
Phone/Fax: +506 2288-9385
jobs@americabiohealth.com



Holistic & Biological
Dentistry

Employment Application

Date of application: _____
Print in ink or type

Last name First name Middle initial

National ID number Email address

Address City Province Postal Code

Telephone number Alternative number

Preferred contact method: Email Phone WhatsApp Other: _____

Position for which you are applying: _____

Desired hourly salary Date available

Referral source: Facebook LinkedIn Relative Friend Patient _____

Other (describe) _____

I was referred by an employee of America BioHealth Yes No

If yes, please provide employee name _____

First name

Last name

Are you willing to work any shifts? Yes No

Please specify all shifts in which you are able to work:

Full time Part time Per diem Days Evenings Nights Weekends

Please check the days of the week you can work:

Sunday Monday Tuesday Wednesday Thursday Friday Saturday

Are you available to work weekends and holidays? Yes No

As a condition of continued employment, do you realize that it may be necessary for me to work on weekends, holidays or shift rotation? Yes No

Are you currently employed? Yes No

If you answered yes, may we contact your present employer? Yes No

Please specify in which location(s) you are available to work: San Jose Liberia

Do you have adequate transportation to come to work each day? Yes No

Are you legally eligible to work in Costa Rica? Yes No

Have you ever applied for a job opportunity with Costa Rican BioDental before?

If yes, give date(s) and position(s) applied for: _____

Has your license to practice dentistry ever been suspended or revoked? Yes No

Are you under the age of 18, do you have a work permit or license? Yes No

A pre-placement, post offer, physical exam is required, including a drug screen.

Do you agree to comply with this policy? Yes No

High School attended _____ Location _____ Highest grade completed _____
 Did you graduate? Yes No
 If not, do you have an equivalency diploma? Yes No

College attended _____ Location _____ Degree completed _____
 Did you graduate? Yes No

University attended _____ Location _____ Degree completed _____
 Did you graduate? Yes No

Education History

Please list the details for the academic institutions you attended

Name & Address	Degree completed	(Mo/Yr)	Dates attended		Diploma
			Issue date		Major & Minors
High School					
College					
University					
Vocational					

Please list your professional memberships, certificates, licenses, awards, fellowships, ect.

References

Please list three (3) references. They cannot be family members (relatives) or friends.

Name	Address	Phone	Relationship

Employment History

Please list your work experience below, attach a separate sheet if necessary.

Employer _____

Address _____

Name & Title of supervisor _____

Your title _____ Final salary _____ Reason for leaving _____

Job duties & responsibilities _____

From: _____
 Month / Day / Year

To: _____
 Month / Day / Year

Average # of hours worked per week: _____

Employer

Address

Name & Title of supervisor

Your title

Final salary

Reason for leaving

Job duties

From: _____

Month / Day / Year

To: _____

Month / Day / Year

Average # of hours worked per week: _____

Employer

Address

Name & Title of supervisor

Your title

Final salary

Reason for leaving

Job duties

From: _____

Month / Day / Year

To: _____

Month / Day / Year

Average # of hours worked per week: _____

Employer

Address

Name & Title of supervisor

Your title	Final salary	Reason for leaving
Job duties		

From: _____
Month / Day / Year

To: _____
Month / Day / Year

Average # of hours worked per week: _____

Employer

Address

Name & Title of supervisor

Your title	Final salary	Reason for leaving
Job duties		

From: _____
Month / Day / Year

To: _____
Month / Day / Year

Average # of hours worked per week: _____