

## Pre-Employment Requirements

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- **Must be 21 years of age**
- **Have a High School Diploma/ GED**
- **Valid Arizona Drivers License/ Current Auto Insurance, including business insurance.**
- **Must obtain and submit at the time of interview a Motor Vehicle Report from the Motor Vehicle Division** - (39 months). After the first year of employment, all employees providing transportation must provide an annual Arizona Department of Transportation Motor Vehicles Department report to Against Abuse, Inc.
- **Pre-Employment and annual drug screening.** (For La Paloma Center only)
- **TB test (Required for La Casa de Paz Programs/ Domestic Violence Shelter/La Paloma Center)**  
(You can have this completed at the Pinal County Health Department located at the Pinal County Complex Building/ Hudson Complex, 820 E. Cottonwood Lane, Casa Grande, AZ 85122.)
- **Fingerprints** Applicants must pass a background check through Arizona Department of Public Safety (DPS). **PLEASE DO NOT APPLY IF YOU ARE NOT ELIGIBLE.** Fingerprints will be provided by Against Abuse, Inc. I understand that if I voluntarily or involuntarily leave AAI before completing one (1) year of employment, I will reimburse AAI for my fingerprints.
- **E-Verify** (This employer participates in E-Verify.) If an employee is offered a position, a second ID would be required. HR Director can inform you of acceptable documents for I-9 Form.
- **Applicant/ Employer Notice** (Against Abuse, Inc. is a drug free work place.)
- **Must be able to lift 20-50 pounds**
- **AAI will provide a CPR/First Aid training site.** AAI will pay for your training(s). If I voluntarily or involuntarily leave AAI before completing one (1) year of employment, I will reimburse AAI for the cost of my training(s).