

It is our policy to provide equal employment opportunities to all qualified persons with regard to all terms and conditions of employment. We comply with all federal and state laws prohibiting discrimination on the basis of race, color, religion, creed, national origin, disability, veteran status, age, sex, or any other protected characteristic. Consistent with the Americans with Disabilities Act, applicants may request accommodations needed to participate in the application process.

## Application for Employment

Part-Time  Full Time

Name: \_\_\_\_\_ Phone # \_\_\_\_\_ Date: \_\_\_\_\_

Current Address: \_\_\_\_\_ Apt # \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Are you at least 18 years old? Yes/No Position applying for: \_\_\_\_\_

Are you employed now? Yes/No When can you begin work? \_\_\_\_\_

May we contact your current Employer? Yes/ No Salary Desired: \_\_\_\_\_ per hour

Hours Available Monday thru Friday: \_\_\_\_\_

Do you have a legal right to work in the U.S.? Yes / No (Proof is required)

Do you have a Diploma or GED? Yes / No (Proof is required)

Have you ever been convicted of any crime? Yes/No Do you have any pending criminal actions against you? Yes/ No

*A FBI Fingerprint is required by the state to be able to work here. IF Yes please list details here:*

Do you have any Special Training or Child Development or College Degree? Yes / No If so please describe:

**Employment:** List most recent first. Explain any gaps on employment.

Employer: \_\_\_\_\_ Position: \_\_\_\_\_ Salary \$ \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_ Phone # \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Employer: \_\_\_\_\_ Position: \_\_\_\_\_ Salary \$ \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_ Phone # \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Employer: \_\_\_\_\_ Position: \_\_\_\_\_ Salary \$ \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_ Phone # \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Employer: \_\_\_\_\_ Position: \_\_\_\_\_ Salary \$ \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_ Phone # \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

**References:** Not related to you who know about your work history.

Name: \_\_\_\_\_ Phone \_\_\_\_\_

Relationship to you: \_\_\_\_\_ Years Acquainted? \_\_\_\_\_

Name: \_\_\_\_\_ Phone \_\_\_\_\_

Relationship to you: \_\_\_\_\_ Years Acquainted? \_\_\_\_\_

Name: \_\_\_\_\_ Phone \_\_\_\_\_

Relationship to you: \_\_\_\_\_ Years Acquainted? \_\_\_\_\_

Referral Source: Friend Relative Walk In Face Book Ad Job Source Ad Other \_\_\_\_\_

Please explain in detail why you want to work in child care?

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