

## APPLICATION FOR EMPLOYMENT

PLEASE PRINT NEATLY AND COMPLETE BOTH SIDES

LAST NAME		FIRST NAME		MIDDLE INITIAL	DRIVERS LICENSE #	SOCIAL SECURITY #	
STREET ADDRESS				CITY/STATE/ZIP		TELEPHONE #	
POSITION APPLYING FOR		DATE AVAILABLE	RATE OF PAY REQUESTED		REFERRED BY	RELATIVES/FRIENDS EMPLOYED BY OUR ORGANIZATION	
ARE YOU A U.S. CITIZEN? YES                      NO - IF NO, INDICATE DOCUMENT AUTHORIZING LEGAL STATUS TO WORK IN THE U.S.					DO YOU HAVE ANY PHYSICAL DEFICIENCIES WHICH PREVENT YOU FROM PERFORMING THE JOB FOR WHICH YOU ARE APPLYING? NO                      YES - PLEASE DESCRIBE		
CONTACT PERSON IN CASE OF AN EMERGENCY (OPTIONAL)			STREET ADDRESS		CITY/STATE		TELEPHONE #

### **EDUCATION**

NAME OF SCHOOL	COMPLETE ADDRESS	YRS COMPLETED	GRADUATED	DATE COMPLETED	MAJOR SUBJECT	DEGREE
HIGH SCHOOL		6 7 8 9 10 11 12	NO YES			
JR COLLEGE / COLLEGE/UNIVERSITY		1 2 3 4	NO YES			
BUSINESS / TRADE SCHOOL		1 2 3 4	NO YES			
GRADUATE SCHOOL			NO YES			

DO YOU HAVE AT LEAST 12 CREDIT HOURS OF CHILD DEVELOPMENT OR EARLY CHILDHOOD EDUCATION?    YES    NO

DO YOU HAVE AT LEAST 1 YEAR EXPERIENCE IN A CHILD CARE CENTER?                      YES    NO

HAVE YOU EVER WORKED WITH SCHOOL AGE CHILDREN IN CHILD CARE?                      YES    NO

LIST ANY SPECIAL TALENTS OR OTHER INFORMATION HELPFUL TO WHY YOU WOULD BE GOOD FOR THIS POSITION.

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<b>WORK EXPERIENCE</b> (Begin with Most Recent Employer)				
DATES	EMPLOYER	TITLE	JOB DESCRIPTION	RATE OF PAY
TO				
FROM	ADDRESS	SUPERVISOR / PHONE #		Reason for Leaving
DATES	EMPLOYER	TITLE	JOB DESCRIPTION	RATE OF PAY
TO				
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DATES	EMPLOYER	TITLE	JOB DESCRIPTION	RATE OF PAY
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DATES	EMPLOYER	TITLE	JOB DESCRIPTION	RATE OF PAY
TO				
FROM	ADDRESS	SUPERVISOR / PHONE #		Reason for Leaving

  

MAY WE CONTACT THE EMPLOYERS LISTED ABOVE?    YES    NO IF NO, PLEASE INDICATE.	HAVE YOU EVER BEEN CONVICTED OF A FELONY?    YES    NO Conviction of a crime is not an automatic bar from employment. All factors will be considered.						
	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:33%;">NATURE OF OFFENSE</th> <th style="width:15%;">COURT</th> <th style="width:52%;">SENTENCE &amp; PLACE OF CONFINEMENT (IF ANY)</th> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>	NATURE OF OFFENSE	COURT	SENTENCE & PLACE OF CONFINEMENT (IF ANY)			
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<b>PERSONAL REFERENCES</b> (DO NOT INCLUDE RELATIVES)			
NAME	ADDRESS / CITY / STATE	TELEPHONE	YEARS KNOWN

**PLEASE READ AND SIGN BELOW:** My answers to the questions on this application are true and complete to the best of my knowledge. I give permission to investigate all references and information given. I agree that any false state or misrepresentation on this application will be cause for refusal for hire and/or for immediate dismissal. I further understand that my employment will be subject to verification of legal age requirements, or any applicable requirements for working with youth. I also understand that employment may be terminated with or without cause at any time.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_