



EMPLOYMENT APPLICATION

BACKGROUND

Full Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phones: _____ Email: _____

Social Security Num.: _____ Date of Birth: _____

Emergency Contact (Name): _____ Phone: _____

Are you legally entitled to work in the United States? Yes No

Have you ever been convicted of a felony? Yes No

If yes, explain: _____

Are you 18 years old or older? Yes No

If not, please give your date of birth: _____

What position are you applying for? _____

If you are hired, when can you start work? _____

EDUCATION

High School

Name of School: _____

Location: _____

Number of years attended: _____

Did you graduate? Yes No. Date of graduation: _____

Trade School

Name of School: _____

Location: _____

Number of years attended: _____

Did you graduate? Yes No. Date of graduation: _____

College

Name of School: _____

Location: _____

Number of years attended: _____

Did you graduate? Yes No. Date of graduation: _____

What degree did you earn? _____

Graduate

Name of School: _____

Location: _____

Number of years attended: _____

Did you graduate? Yes No. Date of graduation: _____

What degree did you earn? _____

EMPLOYMENT HISTORY

Employer 1

Employer: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Supervisor: _____

Job Title: _____

Duties: _____

Dates of Employment: _____

Reason for Leaving: _____

Employer 2

Employer: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Supervisor: _____

Job Title: _____

Duties: _____

Dates of Employment: _____

Reason for Leaving: _____

Employer 3

Employer: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Supervisor: _____

Job Title: _____

Duties: _____

Dates of Employment: _____

Reason for Leaving: _____

PERSONAL REFERENCES

Please provide the names of two references that are not related to you.

Reference 1

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Relationship: _____

Reference 2

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Relationship: _____

LETTERS OF RECOMMENDATION

Please attach two letters of recommendation **IN A SEALED ENVELOPE** from former employers who can attest to your suitability to work with children. Or you can ask them to send the recommendation by Email **FROM THEIR EMAIL**.

ADDITIONAL QUALIFICATIONS

Credentials and/or academic achievements: _____

Hobbies or special interest: _____

Please tell us about any other training, education, skills, or achievements that you feel should be considered. _____

By signing this application, I certify that all of the information on this application is correct and complete. I understand that if I am hired, any false or incomplete statements in this application will be grounds for immediate discharge.

Applicant's Signature: _____

Applicant's Name (print): _____

Date: _____

THIS FORM MUST BE RETURNED