



GREAT BEGINNINGS

Early Childhood Learning Center

APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

All applicants are considered without regard to race, color, gender, religion, national origin, age, marital or veteran status, mental or physical disability unrelated to job performance or any other legally protected status.

POSITION DESIRED: _____ DATE: _____

PERSONAL INFORMATION

Legal Name: Last _____ First _____ Middle Initial _____

Street _____ City _____ State _____ Zip Code _____

Home Telephone: _____ Other Telephone: _____

E-mail: _____ Social Security #: _____

Are you legally eligible for employment in the United States? Y ___ N ___

United States Visa status, if applicable: _____

Have you been convicted of a felony? Y ___ N ___

If yes, please explain circumstances: _____

Are you at least 18 years old? Y ___ N ___

POSITION INFORMATION

Employment status desired: Full Time _____ Part Time _____ Temporary _____

What hours are you available for work? _____

Salary desired: \$ _____ If hired, when could you start? _____

EMPLOYMENT HISTORY

1. Job Title: _____ Employer: _____

Dates of Employment: From: _____ To: _____

Starting Salary: _____ Ending Salary: _____

Full Time: _____ Part Time: _____ Temporary: _____

Employer's Address: _____

Supervisor: _____ May We Contact? Y _____ N _____

Phone #: _____ Reason for Leaving: _____

2. Job Title: _____ Employer: _____

Dates of Employment: From: _____ To: _____

Starting Salary: _____ Ending Salary: _____

Full Time: _____ Part Time: _____ Temporary: _____

Employer's Address: _____

Supervisor: _____ May We Contact? Y _____ N _____

Phone #: _____ Reason for Leaving: _____

3. Job Title: _____ Employer: _____

Dates of Employment: From: _____ To: _____

Starting Salary: _____ Ending Salary: _____

Full Time: _____ Part Time: _____ Temporary: _____

Employer's Address: _____

Supervisor: _____ May We Contact? Y _____ N _____

Phone #: _____ Reason for Leaving: _____

EDUCATION

High School: _____
Name Location

Dates Attended: _____ Did you graduate? Y ____ N ____

College/ University: _____
Name Location

Dates Attended: _____ Degree Received: _____

Major/Minor: _____ Did you graduate? Y ____ N ____

Special courses, training or experience acquired including military experience:

SKILLS

Clerical/Office Skills: _____

Computer/Software Skills: _____

Please describe any other experience, abilities or skills that might be helpful in considering your application: _____

CERTIFICATION & AUTHORIZATION

I hereby certify that all statements made in this application are true and correct to the best of my knowledge and belief. I understand that any misrepresentations or omissions of facts in this application are grounds for disqualification from further consideration or for dismissal from employment.

I authorize the company to inquire into my educational, professional and past employment history references as needed to research my qualifications for this position.

If employed, I agree to conform to the rules, regulations and policies of the company. I understand that I will be an employee "at will" and either the company or I may terminate my employment relationship at any time for any reason not in violation of law.

I hereby acknowledge that I have read and fully understand the forgoing and seek employment under these conditions.

Signature of Applicant

Date