



EMPLOYMENT APPLICATION

Kidsville Childcare is an equal employer and adheres to the laws which prohibit discrimination in employment on the basis of age, sex, race, religion, national origin, ancestry, mental physical disability, sexual orientation, marital status, veteran status and or any other factor protected by law.

Name \_\_\_\_\_

Address \_\_\_\_\_

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

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

DOB \_\_\_\_\_

Position(s) applied for \_\_\_\_\_ Date of Application \_\_\_\_\_

Desired Salary \_\_\_\_\_

How did you learn about our facility? \_\_\_\_\_

Are you currently employed? Yes \_\_\_\_\_ No \_\_\_\_\_

If you are under 18 years of age can you provide required proof of eligibility to work? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you prevented from lawfully becoming employed in this country because of Visa or immigration status? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you on layoff or subject to recall? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you available to work: Full time \_\_\_\_\_ Part time \_\_\_\_\_ Temporary \_\_\_\_\_ Substitute \_\_\_\_\_

Are you available to: Open at 7am \_\_\_\_\_ Closed at 6pm \_\_\_\_\_

Days available to work: Mon \_\_\_\_\_ Tue \_\_\_\_\_ Wed \_\_\_\_\_ Thu \_\_\_\_\_ Fri \_\_\_\_\_

Hours available to work \_\_\_\_\_

Date available to work \_\_\_\_\_

Have you ever been fired or forced to resign by an employer? Yes \_\_\_\_\_ No \_\_\_\_\_

Answering yes does not automatically disqualify you for employment. If yes, please explain.

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Have you ever been under investigation with child protective services in regards to your ability to work with young children? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain. \_\_\_\_\_

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Staff who works with children are expected to participate fully in a program for active children. This may include the lifting of young children, getting up and down from the floor, participation in lively indoor/outdoor activities, moving equipment/furnishings and generally being able to react quickly to ensure the safety of the children in care.

Do you have any physical limitation that would limit your ability to work with young children?  
Yes \_\_\_\_\_ No \_\_\_\_\_

Are you able to perform the duties above? Yes \_\_\_\_\_ No \_\_\_\_\_

Do you require any accommodation, modification, or adaptive devices to assist you with performing this job? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain. \_\_\_\_\_

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ODJFS regulation requires all staff members to attend in service training. Would you be willing to participate in this training? Yes \_\_\_\_\_ No \_\_\_\_\_

Do you have a valid Driver's License? Yes \_\_\_\_\_ No \_\_\_\_\_

License# \_\_\_\_\_ State \_\_\_\_\_

Do you have a valid Adult/Care CPR Certification? Yes \_\_\_\_\_ No \_\_\_\_\_

Do you have a valid First Aid/AED Certification? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you will to take have a BCI and FBI Background check? Yes \_\_\_\_\_ No \_\_\_\_\_

Please list any Early Childhood or Elementary Education Certificates or other credentials, including workshops, training seminars, etc. \_\_\_\_\_

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Please describe your philosophy for teaching and working with children.

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Please describe your strengths and weaknesses as a teacher, employee and co-worker.

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Would you need Childcare if hired? Yes\_\_\_\_\_No\_\_\_\_\_ If yes, please list names and ages of your children.

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|-----------------------------------------|------------------------------|-----------------------------|------------------------------------------------|------------------------------|-----------------------------|
| Are you a citizen of the United States? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If no, are you authorized to work in the U.S.? | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Have you ever worked for this           | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If so,                                         |                              |                             |
| Have you ever been convicted            | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If yes,                                        |                              |                             |

**EDUCATION**

|         |    |  |                   |                              |                             |        |  |
|---------|----|--|-------------------|------------------------------|-----------------------------|--------|--|
| High    |    |  |                   | Address                      |                             |        |  |
| From    | To |  | Did you graduate? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Degree |  |
| College |    |  |                   | Address                      |                             |        |  |
| From    | To |  | Did you graduate? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Degree |  |
| Other   |    |  |                   | Address                      |                             |        |  |
| From    | To |  | Did you graduate? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Degree |  |

**REFERENCES**

*Please list three professional references.*

|         |  |  |              |  |  |
|---------|--|--|--------------|--|--|
| Full    |  |  | Relationship |  |  |
| Compan  |  |  | Phone        |  |  |
| Address |  |  |              |  |  |
| Full    |  |  | Relationship |  |  |
| Compan  |  |  | Phone        |  |  |
| Address |  |  |              |  |  |
| Full    |  |  | Relationship |  |  |
| Compan  |  |  | Phone        |  |  |
| Address |  |  |              |  |  |

**PREVIOUS EMPLOYMENT**

|         |       |
|---------|-------|
| Company | Phone |
|---------|-------|

|         |            |
|---------|------------|
| Address | Supervisor |
|---------|------------|

|           |                 |    |               |    |
|-----------|-----------------|----|---------------|----|
| Job Title | Starting Salary | \$ | Ending Salary | \$ |
|-----------|-----------------|----|---------------|----|

Responsibilities

|      |    |                    |
|------|----|--------------------|
| From | To | Reason for Leaving |
|------|----|--------------------|

May we contact your previous supervisor for a reference?      YES       NO

|         |       |
|---------|-------|
| Company | Phone |
|---------|-------|

|         |            |
|---------|------------|
| Address | Supervisor |
|---------|------------|

|           |                 |    |               |    |
|-----------|-----------------|----|---------------|----|
| Job Title | Starting Salary | \$ | Ending Salary | \$ |
|-----------|-----------------|----|---------------|----|

Responsibilities

|      |    |                    |
|------|----|--------------------|
| From | To | Reason for Leaving |
|------|----|--------------------|

May we contact your previous supervisor for a reference?      YES       NO

|         |       |
|---------|-------|
| Company | Phone |
|---------|-------|

|         |            |
|---------|------------|
| Address | Supervisor |
|---------|------------|

|           |                 |    |               |    |
|-----------|-----------------|----|---------------|----|
| Job Title | Starting Salary | \$ | Ending Salary | \$ |
|-----------|-----------------|----|---------------|----|

Responsibilities

|      |    |                    |
|------|----|--------------------|
| From | To | Reason for Leaving |
|------|----|--------------------|

May we contact your previous supervisor for a reference?      YES       NO

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**DISCLAIMER AND SIGNATURE**

By signing below, I certify that all of the information I have provided in this employment application is true and that the information may be verified by a director at KIDSVILLE CHILDCARE AND DEVELOPMENT FACILITY.

I understand that if I have provided any false information on this application, it may prevent me from being hired or it may result in my dismissal for employment at a later date.

I understand that all employees of KIDSVILLE CHILDCARE AND DEVELOPMENT FACILITY are employed At-Will and may quit or be terminated at anytime for any reason.

I understand if I am hired, I will have a 90 day probation period, where I will be monitored and evaluated on my job performance, punctuality, attendance, etc.

Signature

Date