

Employee Application

DATE OF HIRE: _____ DATE OF SEPERATION: _____

Position Applying For	Date of Application
Full/Part-time Desired	Compensation:(per hour)
PERSONAL	
Name	Address
Home/Cell Phone	Email Address
Are you 18 years or older? YES NO If not state your age:	
Do you have any medical condition(s) that may interfere with fulfilling the responsibilities of the position for which you are applying? YES NO	
<i>If so, please explain:</i>	
Have you ever been convicted of a felony, barrier crime or subject of a founded Child Protective Service complaint? YES NO	
<i>If so, please explain:</i>	
Employment requires Criminal Background Clearances. Is this acceptable to you? YES NO	
DISCLOSURE: Before driving a vehicle to transport children, I realize that I am required to disclose any moving traffic violation that occurred five years prior to or during employment or assignment as a driver.	
Signature	Date
In case of emergency, please notify-Name:	Address
Phone	Relationship
EDUCATION AND TRAINING	
Name and location of high school: _____	
Dates attended: _____ Date of graduation or GED: _____	
Name and location of College/University: _____	
Dates attended: _____ Number of years completed: _____	
Degree(s) earned: _____	
3. Additional training or certification that would be helpful in evaluating your application:	

EXPERIENCE

Begin with the current or most recent employment (including military experience).
Use additional paper if necessary.

Position:		Dates: From _____ To _____	
Employer		Full Time Part Time	
Address		Job duties:	
Phone		Immediate Supervisor	
Reason for leaving		Are you eligible for rehire? YES NO	
Salary Start	Salary End	May we contact your employer? YES NO	

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Phone		Immediate Supervisor	
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REFERENCES

Name	Title/Company:
Address	Phone:
Phone Number:	Relationship

Name	Title/Company:
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Phone Number:	Relationship

Name	Title/Company:
Address	Phone:
Phone Number:	Relationship

I understand that I will be required to submit written information to demonstrate that I possess the education, orientation training, staff development, certification, and experience required by the job position. **I hereby certify that the information given in this application is true and complete to the best of my knowledge.**

Signature: _____

Date: _____