



# Employment Application

Applicants are not required to give any information on the form which is prohibited by federal, state, or local law.

Date \_\_\_\_\_ Social Security # \_\_\_\_\_

Name \_\_\_\_\_ (\_\_\_\_\_)  
 Last First Middle Preferred Name

Address \_\_\_\_\_  
 Number & Street City, State, ZIP code Phone

Type of position desired \_\_\_\_\_

Would you work: \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time Date available to work: \_\_\_\_\_

Specify days and hours, if part time: \_\_\_\_\_

Will you have transportation regularly available? \_\_\_ Yes \_\_\_ No Do you have a Driver's License \_\_\_ Yes \_\_\_ No

Has your driver's license ever been suspended or revoked? \_\_\_ Yes \_\_\_ No Driver's License # \_\_\_\_\_  
 If yes, explain \_\_\_\_\_

Have you ever been bonded? \_\_\_ Yes \_\_\_ No Have you ever been denied bond coverage? \_\_\_ Yes \_\_\_ No  
 If yes, explain \_\_\_\_\_

Have you ever been convicted of a Felony? \_\_\_ Yes \_\_\_ No  
 If yes, explain \_\_\_\_\_

High School \_\_\_\_\_ Location \_\_\_\_\_ Did you graduate? \_\_\_ Yes \_\_\_ No

List every Business, Trade School or College	Location	Dates Attended (From-To)	Date You Did/Will Graduate	College Major	College Minor	Degree Received	Grade Point Average

Courses Most Liked: High School (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

College (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

Courses Liked Least: High School (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

College (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

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**Work History**

List most recent employer first. Include part-time employment.

Employment Dates (From-To)	Company and Address	*Position of Type of Work	Salary	Immediate Supervisor	Reason for Leaving

\*Describe duties performed in above-listed work experience.

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Describe any additional job-related experiences, special skills or knowledge which would be helpful in a pre-school/day care program.

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Give the names and addresses of two individuals, not related, who know you well and to whom we may obtain references.

Name	Address	Phone Number	Occupation

If currently employed, may your employer be contacted at this time for a reference?  Yes  No

What starting salary do you expect? \$ \_\_\_\_\_ per \_\_\_\_\_

The facts set forth in my application for employment are true and complete. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal.

I authorize *Granny's School House* to contact my previous employer, schools I attended, personal reference I have listed and to make any investigation of my personal, financial and credit background for the purpose of evaluating my qualifications for employment. This authorization and employment application extends for one year from the date of this employment application. Either party may terminate employment with or without cause at any time by oral or written notice.

Applicants Signature \_\_\_\_\_ Date \_\_\_\_\_