

CHILD DEVELOPMENT CENTER OF CENTRAL
APPLICATION FOR EMPLOYMENT

NAME _____ Date of Application _____

ADDRESS _____
CITY _____ STATE _____ ZIP _____
PHONE () _____ (home) () _____ (work)
() _____ (other)

EDUCATION

Circle the highest grade completed: 6 7 8 9 10 11 12

Education or training beyond high school:

SCHOOL _____ DATES ATTENDED _____ DEGREE/CERTIFICATION _____

WORK EXPERIENCE

Names and address of previous and/or present employers, dates employed, and give reason(s) for leaving.

EMPLOYER NAME	FROM—TO	TELEPHONE NUMBER	SUPERVISOR'S NAME	REASON FOR LEAVING

List three individuals who can furnish work references for you

Name Relationship Address Area Code/Phone

Tell us about any experience or special abilities that would enable you to qualify for this positions:

If you are presently employed, may we contact your present & previous employer? _____

Have you ever been terminated or force to resign from a position? If yes, explain _____

Do you have a criminal record? _____ If yes, explain _____

Have you ever been shown by credible evidence, (e.g., a court order or jury, a department investigation or other reliable evidence) to have abused, neglected or deprived a child or adult OR have subjected any person to serious injury as a result of intentional or grossly negligent misconduct? NO _____

YES _____ If yes, explain _____

Having read the job description for the position for which you are applying, are you in all respects able to adequately perform the duties as described? YES _____ NO _____

If no, please explain: _____

Have you had CPR training within the past two years? YES _____ NO _____
(If yes, give expiration date _____)

Have you had first-aid training within the past three years? YES _____ NO _____
(If yes, give expiration date _____)

Under the Americans with Disabilities Act of 1991, this program is required to reasonably accommodate individuals with a disability. The reasonable accommodation requirement applies to the application process, any pre-employment testing, interviews and actual employment, but only if the program supervisor is made aware that an accommodation is required. If you are disabled and require accommodation, you may request it at any time during the interview process. You are obligated to inform the program director of your needs if it will impact your ability to perform the job for which you are applying.

The Child Development Center's policy is to recruit and hire employees without discrimination or regard to race, religion, sex, age and national origin.

I have not made any false statements concerning my qualifications and have answered all questions truthfully.

Signature of Applicant

Date

APPLICANT'S QUESTIONNAIRE

Name _____

Date _____

1. What is the most important experience a child should have in day care?

2. What is your philosophy about discipline?

3. Transitions between activities can be difficult. How can teachers facilitate smooth transitions?

4. Describe an activity you would do with _____.

5. What does developmentally appropriate practice mean to you?

6. What do you think a parent's role should be in the day care center?

7. What do you think makes a good teacher?

8. What age children do you prefer? _____
9. What do you consider your most significant accomplishment?

10. Salary desired? _____
11. a) times available to work? _____
b) flexible?