|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Position Applying For: | Name (Last, First, Middle): | | | | | | Full/Part/Floater-Position |
| Street Address: | | | | City, State & Zip: | | |
| Social Security Last 4 #: | | Home Phone: | | | Work Phone: | | Other Phone: |
| Education level is | |  | | |  | |  |
| Are you eligible to work in the United States? | | | Yes No | | |  | |
| Are you 18 years of age or older? | | | Yes  No | | | If NO, what is your current age? | |
| Are you currently employed at? (Company)? | | | Yes  No | | | If YES, what is your current job title & department? | |
| **Application for Employment** | | |  | | |  | |
| If required for position, do you have a valid driver’s license? | | | Yes  No | | | If YES, State of issuance, license #, and expiration date: | |
|  | | | | | | | |

**EDUCATION**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of School** | **City/State** | **Did you graduate?** | **If No, # of years left to graduate** | **If Yes, date of Graduation** | **Degree received** | **Major** |
| High School: |  | Yes  No |  |  |  |  |
| GED: |  | Yes  No |  |  |  |  |
| Other School: |  | Yes  No |  |  |  |  |
| College: |  | Yes  No |  |  |  |  |
| College: |  | Yes  No |  |  |  |  |
| Other credentials/ licenses/ professional affiliations, etc., which are relevant to the job(s) for which you are applying. | | | | | | |

**WORK EXPERIENCE**-Please detail your entire work history. Begin with your current or most recent employer. If you held multiple positions with the same organization, detail each position separately. Attach additional sheets if necessary. Omission of prior employment may be considered falsification of information. Please explain any gaps in employment. Include full-time military or volunteer commitments. **PLEASE DO NOT** completes this information with the notation “See Resume.”

**PLEASE NOTE**: **All About Kidz-NC Daycare Center reserves the right to contact all current and former employers for reference information.**

|  |  |  |
| --- | --- | --- |
| Dates Employed (most recent position)  From: \_\_\_\_\_\_\_\_\_To\_\_\_\_\_\_\_\_\_\_ | Full time  Part-time  If part-time, # hrs./wk.: | Title: |
| Starting Salary: | Organization Name and Address: | |
| Final Salary: |
| Supervisor’s Name, Title and Phone #: | Other Reference Name, Title and Phone #: | Contact my current references:  At any time  Only if I am a finalist candidate |
| Primary duties: | | Reason for Leaving: |
| Dates Employed (most recent position)  From: \_\_\_\_\_\_\_\_\_To\_\_\_\_\_\_\_\_\_\_ | Full time  Part-time  If part-time, # hrs./wk.: | Title: |
| Starting Salary: | Organization Name and Address: \ | |
| Final Salary: |
| Supervisor’s Name, Title and Phone #: | Other Reference Name, Title and Phone #: | Contact my current references:  At any time  Only if I am a finalist candidate |
| Primary duties: | | Reason for Leaving: |

In a short paragraph tell me why do you want to work with children?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE READ CAREFULLY AND SIGN THAT YOU UNDERSTAND AND ACCEPT THIS INFORMATION.**

I certify that the information on this application and its supporting documents is accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize All About Kidz-NC Daycare Center to investigate, without liability, all statements contained in this application and supporting materials. I authorize references and former employers, without liability, to make full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a physical exam, criminal and credit background investigation, and/or screening for illegal substances upon conditional offer of employment. I understand that this document is NOT an offer of employment, and that an offer of employment, if tendered, does NOT constitute a contract for continued guaranteed employment. I understand that staff employees of { All About Kidz-NC Daycare Center } serve at-will, and the employment relationship may be terminated at any time by either party, or any or no reason, other than a reason prohibited by law. If employed, I will be required to furnish proof of eligibility to work in the United States, to file a State security questionnaire and State loyalty oath, and to comply with company and departmental regulations. I understand that if employed on a temporary basis, I would be paid for hours worked only, and would be ineligible for benefits including paid time off. If employed on a regular, benefits-eligible basis, I understand that I would be required to make mandatory contributions to the All About Kidz-NC Daycare Center Retirement System or to an optional retirement program, if applicable. I understand that any benefits I receive may be subject to change or discontinuation at any time without prior notice. I understand that the first SIX MONTHS of regular employment represent a provisional period, during which I would not be eligible to apply for transfer or promotion and during which I may be terminated without right of appeal.

Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_