

Application for Employment

Application Date _____

Personal Information

Full Name _____ Date of Birth _____

Address _____ City _____ State _____ Zip Code _____

Telephone Number _____ Cell Phone Number _____

Email Address _____

How did you hear about us? _____

If you are a student, please attach a copy of your current class schedule

Do you receive State or Federal Work Study? Yes _____ No _____ Amount _____

Position Details

Position Applying For _____

Available Start Date _____

Education Information

Type of School	Name of School	Location	Graduation Date	Major & Degree

Personal Experience

Please list any courses, other work experience, volunteer work, hobbies or interests that would relate to the position you are applying for:

Please list community organizations you are active in:

Current / Most Recent Employers

Name of Employer _____ Date of Employment _____ - _____

Address _____ City _____ State _____ Zip Code _____

Name of Last Supervisor _____ Phone Number _____

Your Job Title _____

List the jobs you held and duties performed

Reason for Leaving

May we contact for a reference? Yes _____ No _____

Name of Employer _____ Date of Employment _____ - _____

Address _____ City _____ State _____ Zip Code _____

Name of Last Supervisor _____ Phone Number _____

Your Job Title _____

List the jobs you held and duties performed

Reason for Leaving

May we contact for a reference? Yes _____ No _____

Name of Employer _____ Date of Employment _____ - _____

Address _____ City _____ State _____ Zip Code _____

Name of Last Supervisor _____ Phone Number _____

Your Job Title _____

List the jobs you held and duties performed

Reason for Leaving

May we contact for a reference? Yes _____ No _____

Criminal History Questions

Have you been convicted of a crime or is there a criminal charge pending against you? If yes, please explain.

Have you ever been convicted of, or is there a criminal charge pending against you that relates to child sexual abuse and their disposition? If yes, please explain.

Have you ever been convicted of, or is there a criminal charge pending against you that relates to other forms of child abuse and neglect? If yes, please explain.

Have you ever been convicted of, or is there a criminal charge pending against you that relates to any other violent felonies? If yes, please explain.

We will conduct a W.A.T.C.H. (Washington Access to Criminal History) background check prior to employment. All employees are also required to complete a DCYF Criminal Background Check with employment contingent on clearance.

Signature _____

Date _____

Professional References

Name _____ Company _____

Address _____ City _____ State _____ Zip Code _____

Position _____ Phone Number _____

Name _____ Company _____

Address _____ City _____ State _____ Zip Code _____

Position _____ Phone Number _____

Name _____ Company _____

Address _____ City _____ State _____ Zip Code _____

Position _____ Phone Number _____

Application Waiver

I authorize investigation of all statements contained in this application. I hereby give Community Child Care Center permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release Community Child Care Center from any liability as a result of such contact.

Signature _____ Date _____

EQUAL EMPLOYMENT OPPORTUNITY / NON-DISCRIMINATION STATEMENT:

All actions and decisions concerning hires, promotions, transfers, demotions, terminations, etc., will be made without regard to race, color, religion, national origin, culture, sex, national origin, age, disability, veteran status, medical condition, family composition, gender identity or gender expression, sexual orientation, public assistance recipient status or reprisal or retaliation for prior civil rights activities or any other statuses protected under Federal or State Law.

Thank you for completing the application form and for your interest in Community Child Care Center.