



Application for Employment Classroom & Administrative Assistant

Sweetbay Montessori School respects your privacy, safety, and security and will not share any of your personal information without your express consent, except as required by law or in cases of emergency.

APPLICANT INFORMATION					
Last Name		First		M.I.	
Street Address					
City		State		ZIP	
Preferred Phone		E-mail Address			

Please attach a current resume which includes work experience, certifications and training, specializations (e.g. occupational therapy, art, music), and education.

BACKGROUND
<p>Under Florida State statutes, all teachers and staff at Sweetbay Montessori School must be complete a Level 2 Background Screening including submission of fingerprints. Have you ever been accused of child abuse or convicted of a crime (other than minor traffic offenses)? If yes, please explain:</p>

Please complete the following questionnaire. Attach additional pages if necessary

QUESTIONNAIRE
<p>What most interests you about Montessori education?</p>
<p>Describe an especially positive experience with children, and what your role was in fostering that experience.</p>
<p>Describe an especially challenging experience with children, your role and actions in that experience, and if you would act differently in a similar situation in the future.</p>

Sweetbay Montessori School is an equal opportunity employer committed to maintaining a school environment free from discrimination or bias in any form, including but not limited to race, color, nationality, religion, cultural heritage, political beliefs, marital status, sexual orientation, or disability.

QUESTIONNAIRE (continued)

What are your professional goals?

What would former colleagues say are your best professional qualities? Do you agree?

What would former colleagues say are your professional challenges? Do you agree?

Why are you interested in a position at Sweetbay Montessori School?

From what you know about Sweetbay Montessori School, which of your skills, experiences, or other qualities do you think would most benefit the School community in serving our mission?

Please list three professional references

REFERENCES					
Name		Email		Phone	
Name		Email		Phone	
Name		Email		Phone	

I certify that the information I have given in this application is true and complete to the best of my knowledge. I further agree that if selected for a position at Sweetbay Montessori School, I will provide documentation of all credentials, professional certificates, and degrees earned, and will submit my fingerprints for a Level 2 Background Screening as required by the State of Florida.

Signature		Date	
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