



**LIL FOXES**  
LEARNING CENTER



Dear Applicant,

Thank you for expressing your interest in becoming a member of our team. Please complete the attached Employment Application and return it to:

Small Town Dreams  
245 FM 1903, Suite 400  
Greenville, TX 75402

Upon review of completed applications, a representative of Small Town Dreams will schedule interviews with applicants who meet the initial requirements, as evidenced by the information provided herein. We appreciate your patience during this process.

Sincerely,  
Small Town Dreams Management  
(903) 274-1288

\*Lil Foxes Learning Center, Teacher Appreciation Childcare Center, and Creative Learning Academy consider all applications without regard to an applicant's race, color, creed, religion, age, gender, national origin, pregnancy, veteran status, and/or disability or other legally protected class.

***Office Use Only	
Applicant Name: _____	
Received by: _____	Date: _____
Interview Date: _____	Time: _____



## Employment Application

### Personal Information (please print)

Today's Date \_\_\_\_\_

Applicant's Full Name \_\_\_\_\_

Home Address \_\_\_\_\_

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

DL # \_\_\_\_\_ SS # \_\_\_\_\_

Are you 18 years or older? YES / NO

### Position Desired

Position for which you are currently applying: \_\_\_\_\_

Hours available for work: \_\_\_\_\_

Rate of pay desired: \_\_\_\_\_

### General Information

Are you currently employed? YES / NO

May we contact your current employer? YES / NO

Have you applied at either of our centers in the past? YES / NO If so, when? \_\_\_\_\_

If hired, what date would you be available to begin work? \_\_\_\_\_

Are you legally eligible for employment in the United States? YES / NO

If hired, would childcare services be required for any of your children? YES / NO

Please list requirements:

Are you able to perform the duties of employment with reasonable accommodation? YES / NO

If accommodations are needed, please describe:

Are you related to anyone currently employed by either of our centers? YES / NO

If yes, please list their name:

How did you hear about us? \_\_\_\_\_

### Criminal History

Have you ever been convicted of a crime, including a sex related and / or child abuse related offense, which has not been expunged, annulled, or sealed by a court? YES / NO

If yes, please describe in full:

### Education History

Education	Name & Location of School	# Years	Did you graduate?	Degree / Diploma
High School				
College				
Trade, Business, or Correspondence School				
General subjects of special study or research work:				
Other special skills or training (Languages, Computers, etc.):				

### Employment History List all jobs over the last 10 years, beginning with the present. Please explain any gaps between employment. (ex. Stay-at-home-mom)

From	To	Employer Name, Address, Phone #	Salary	Position	Reason for Leaving

Why have you chosen to work in early childhood education?

What do you find rewarding about working with children and families?

When you walk past a classroom you notice a respected veteran teacher handling a child roughly, pulling the child's arm and sitting the child harshly into a seat, and speaking with an inappropriate tone and attitude. You are the only witness to this incident. What would you do?

A child in your classroom has been bitten. The mother of the child is furious and demands to know who bit her child and even goes as far as to threaten legal action if the identity of the child who bit her child is not disclosed immediately. What would you do?

**References** List 3 people, not related to you, that you have known for at least one year.

Name	Address	Type of Business	Phone #	Years Acquainted

**Application Agreement and Certification**

"I certify that all information given by me in this application is true and complete. I agree that in the event it is found that any information given by me in this application is found to be false or incomplete, employment will be denied or terminated immediately".

"I authorize the use of any information in this application to verify my statements and I authorize all former employers, references and any other person to answer questions regarding my ability, character and previous employment record". In addition, I release all such persons from any liability or damages related to such investigation or disclosure".

"I acknowledge that this application is not a contract for employment and nothing stated in this application or during the interview process is intended as so. No promises regarding my employment have been made to me, and I understand that no such promise or guarantee is binding upon Lil Foxes Learning Center, Teacher Appreciation Childcare Center, or Creative Learning Academy unless made in writing. If an employment relationship is established, I understand that I have the right to terminate my employment at any time and that the center retains the same right."

"I understand that as a condition of the application process, the center will perform a criminal history check including finger printing. I understand that by signing this application I am consenting to such checks and updated reports".

"If hired, I agree to comply with all company policies, rules and procedures. I understand that the center has the authority to change or revise these policies, rules and procedures at any time".

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date