



MT AIRY CHRISTIAN DAY SCHOOL

6401 Ogontz ave
Philadelphia, PA 19126

PHONE 215-276-2990 FAX 215-276-1405

EMAIL: macdsdirector4@gmail.com

APPLICATION FOR SUPPORT STAFF POSITION

PLEASE CHECK POSITION(S) OF INTEREST

- | | | | |
|---|--|--|-------------------------------------|
| <input type="checkbox"/> Full Time 12 months | <input type="checkbox"/> Full Time 10 months | <input type="checkbox"/> Part Time | <input type="checkbox"/> Substitute |
| <input type="checkbox"/> Administrative Asst, | <input type="checkbox"/> Preschool Aide | <input type="checkbox"/> School Bus Driver | <input type="checkbox"/> CDL-(Y/N) |
| <input type="checkbox"/> Receptionist/Clerk | <input type="checkbox"/> Pre-k Aide | <input type="checkbox"/> Grounds Crew | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> Kindergarten Aide | <input type="checkbox"/> Custodian | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> *Maintenance | (*indicate trade) |

NAME _____ Soc. Sec. # _____

ADDRESS _____

_____ Telephone No. _____

EDUCATIONAL BACKGROUND:

NAME AND LOCATION OF SCHOOL

SUBJECTS STUDIED

Grade School	
High School	
College	
Other Schools	

CHECK APPROPRIATE SKILLS:

- | | | | |
|---|-------------------------------------|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> Indicate Computer Literacy | <input type="checkbox"/> Typewriter | <input type="checkbox"/> Polisher | <input type="checkbox"/> Floor Sander |
| <input type="checkbox"/> Word Processing | <input type="checkbox"/> Dictaphone | <input type="checkbox"/> Sprayer | <input type="checkbox"/> Welder |
| <input type="checkbox"/> Spreadsheet | <input type="checkbox"/> Calculator | <input type="checkbox"/> Climb Ladder | <input type="checkbox"/> Tractor |
| <input type="checkbox"/> Database | | <input type="checkbox"/> Lift 50 Lbs. | <input type="checkbox"/> Mower |

List any additional information the School should know when considering you for employment:

Date available for work _____ Expected starting salary \$ _____

EMPLOYMENT HISTORY

Please list accurate, complete employment history. List present or most recent employer first.

Company and Supervisor Name	Telephone
Address	Employed From: _____ To:
Reason for Leaving	Salary Start:_____ Last:_____
Position and Duties	

Company and Supervisor Name	Telephone
Address	Employed From: _____ To:
Reason for Leaving	Salary Start:_____ Last:_____
Position and Duties	

Company and Supervisor Name	Telephone
Address	Employed From: _____ To:
Reason for Leaving	Salary Start:_____ Last:_____
Position and Duties	

EMPLOYMENT REFERENCES (Other than Individuals Listed Above):

Name	Address	Telephone
Name	Address	Telephone

IF YOU DO NOT UNDERSTAND THE FOLLOWING STATEMENT, PLEASE ASK BEFORE SIGNING

The information given in this application is true to the best of my knowledge and belief. I understand that false information may be Cause for disqualification and dismissal. I understand that an investigation into my criminal record and child abuse background is required for employment with Mt. Airy Christian Day School.

Signature

Date

Mt. Airy Christian Day School is committed to complying fully with all Federal and state laws banning discrimination on the basis of race, color, national origin/ethnicity, veteran status, gender, age, disability, sexual orientation, gender identity/expression, or religion with regard to instructional programs, extracurricular activities, and employment practices. For more information see the Pennsylvania Human Relations Act at the following: www.phrc.state.pa.us. Any person who believes himself or herself to be a victim of discrimination by the school should refer the matter to the attention of the school director. If the matter is not resolved satisfactorily, it should be brought to the attention of the school board.