



Employment Application

THE LEARNING TREE

— Children's Center —
Growing Young Minds

Thank you for your interest in and application for employment with The Learning Tree Children's Center, LLC. We are an equal opportunity employer and give employment and promotional consideration without regard to race, color, gender, religion, age, disability, disabled veterans, or veterans of the Vietnam era.

We seek applicants for employment who are dedicated, hardworking, and seek fulfilling employment. In return, The Learning Tree Children's Center offers competitive income, an excellent working environment, and the opportunity to grow.

General Information

Applicants Full Name:		
Email:		
Home Address:		
City	State	Zip Code
Home Phone	Cell Phone	Alternative Phone
Are you eligible to work in the United States?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Are you at least 18 years of age?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Have you ever been convicted of a serious misdemeanor or felony crime?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes, please describe what, when, and where:		

Employment Desired

Position for which application is being made:	Desired Salary:
I am available to work:	Full Time <input type="checkbox"/> Part Time <input type="checkbox"/>
How did you hear about us?	

Education

High School, College, Trade Schools, and Other Education

Name of High School/GED:		Address:	
City:	State:	Zip Code:	
Last Year Completed:	Did You Graduate?	Date of Graduation:	

Name of School:		Address:	
City:	State:	Zip Code:	
Last Year Completed:	Did You Graduate?	Date of Graduation:	

Name of School:		Address:	
City:	State:	Zip Code:	
Last Year Completed:	Did You Graduate?	Date of Graduation:	

Name of School:		Address:	
City:	State:	Zip Code:	
Last Year Completed:	Did You Graduate?	Date of Graduation:	

Other training and certifications related to Early Childhood:

Employment History

List most recent first and include any military service

Current Employer Name:		Job Title	
Address:		Phone:	May We Contact?
City:		State:	Zip Code:
Beginning Salary:		Supervisor's Name:	
Ending Salary:			
Reason for leaving:			
Description of duties and responsibilities:			

Employer Name:		Job Title	
Address:		Phone:	
City:		State:	Zip Code:
Beginning Salary:		Supervisor's Name:	
Ending Salary:			
Reason for leaving:			
Description of duties and responsibilities:			

Employer Name:		Job Title	
Address:		Phone:	
City:		State:	Zip Code:
Beginning Salary:		Supervisor's Name:	
Ending Salary:			
Reason for leaving:			
Description of duties and responsibilities:			

Employer Name:		Job Title	
Address:		Phone:	
City:		State:	Zip Code:
Beginning Salary:		Supervisor's Name:	
Ending Salary:			
Reason for leaving:			
Description of duties and responsibilities:			

Employer Name:		Job Title	
Address:		Phone:	
City:		State:	Zip Code:
Beginning Salary:		Supervisor's Name:	
Ending Salary:			
Reason for leaving:			
Description of duties and responsibilities:			

References

Please three (3) references. Two of them must be employment references. References must be non-related, whom you have known for at least a year.

Name: (first and last)		Relation:	
Contact Number:	Email:	Years Known:	

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Contact Number:	Email:	Years Known:	

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Contact Number:	Email:		Years Known:

Work Related Questions

Below is a list of questions to learn more about you. Please write your answers in the box of the question. Please do not leave any questions blank.

1. What do you like most about working with children?
2. What do you like least about working with children?
3. What age groups do you prefer to work with?
4. Describe a time you resolved an issue with an unhappy parent/customer.
5. What five words describe you?

I certify that the above information is true/correct and give authorization for investigation of all statements and information contained in this application, my resume, and other documents or verbally obtained during an employment interview.

I voluntarily consent to all The Learning Tree Children's Center, LLC or any of their representatives or agents to check my references by contacting any person, daycare, or governmental entity they deem to be an appropriate reference. I understand that the reference questions may pertain to my personal or educational background, work experience, character, and behavior.

I understand my employment is subject to satisfactory verification of this information and agree that deliberate falsification of this document or significant omissions shall be grounds for employment consideration disqualification or dismissal from employment, if discovered at a later date.

I pledge, if hired, to comply with the guidelines of conduct, childcare policies, and procedures of The Learning Tree Children's Center, LLC. I also realize that childcare policies, procedures, and practices or statements made during an interview or employment do not create an employment contract by implementation or otherwise.

I further understand and agree that my employment may be subject to satisfactory completion of a physical examination and/or drug screening.

Print Name:

Today's Date:

Applicant's Signature:

Director's Signature:

----- Office Use Only -----

Date Received:	Interview Date:
Applicant Hired: YES NO	Background Check Given: YES NO
Position Hired For:	Date To Be Returned: