The Learning Community Application for Employment

In accordance with State Regulations, all prospective employees must be at least 18 years of age and have obtained a high school diploma or GED.

| | | Office Use | e Only | | |
|---------------------|---------------------------|-----------------|-------------------|----------------|-------------------|
| Date received: Inte | | view scheduled: | Date: | | |
| Notes: | | | | Time: | |
| | | | | | |
| NT | | | | | |
| Name: | Last | Firs | st | | Middle |
| | | | | | |
| Address | | | | | |
| City: | | | _ State: | | Zip: |
| Phone | | | email | | |
| Are you 18 y | vears of age or older? □Y | es □No | Are you 21 ye | ears of age or | older? □Yes □No |
| Employmen | t Preferences | | | | |
| | Full Time | Part Time | Sun | nmer/Breaks | s Only |
| Position: | _ Administration | Teacher | As | sistant | Kitchen |
| What age of | children do you prefer t | o work with (| check all that ap | ply)? | |
| Infan | tsToddlers | Twos | PreK | - - - | School-Age |
| Date available | le for employment | | | | |
| Hours of Ava | ailability | | Hours of | operation a | re 6:30am-6:30pm. |
| М | T | W | R | | F |
| Education | | | | | |
| High School | | | | Graduated | / |
| College | | | Years Attended/ | Graduated | |
| Degree Seek | ing/Obtained: | | | | |
| College | | | Years Attended/ | Graduated | |
| Degree Seek | ing/Obtained: | | | | |
| Addition Training | | | | | |
| Training/Cer | tification Received: | | | | |

| Honors Received and/or Extracurricular Activities Participated in: | | | | | | |
|--|------------|--|--|--|--|--|
| Employment History | | | | | | |
| List all previous jobs held beginning with the most recent. | | | | | | |
| Employer | Position | | | | | |
| Address | | | | | | |
| Employed from/ to/ | Supervisor | | | | | |
| Reason for leaving | | | | | | |
| | | | | | | |
| | Position | | | | | |
| Address to/ | Supervisor | | | | | |
| Reason for leaving | | | | | | |
| | | | | | | |
| Employer | Position | | | | | |
| Address | | | | | | |
| | Supervisor | | | | | |
| Reason for leaving | | | | | | |
| El | Davidia | | | | | |
| Employer | Position | | | | | |
| | Supervisor | | | | | |
| Reason for leaving | • | | | | | |
| Have you over been terminated from a job or called to recipro? | | | | | | |
| Have you ever been terminated from a job or asked to resign? yes no | | | | | | |
| If yes, explain | | | | | | |
| Have you ever been convicted of any crime? yes no | | | | | | |
| If yes, was the crime a felony or misdemeanor (other than minor traffic violation)? Explain | | | | | | |
| Please list any additional teaching experiences (i.e. Sunday School teacher, JA, tutor, etc.). | | | | | | |

| Please explain why you believe ea | arly childhood education is important | | | | | |
|--|---|------------|--|--|--|--|
| Describe the methods of discipline | e that you would use in the classroom _ | | | | | |
| Please share any additional information that you feel would be helpful to us in considering your application for employment at The Learning Community. | | | | | | |
| References List at least three individuals who | can attest to your skills, training, and ex | xperience. | | | | |
| Name | Relationship | | | | | |
| Address | | 7' 0 1 | | | | |
| Street Phone Number | City Email | Zip Code | | | | |
| Name | Relationship | | | | | |
| AddressStreet | City | Zip Code | | | | |
| Phone Number | · | | | | | |
| | | | | | | |
| Name | Relationship | | | | | |
| Address | | | | | | |
| Street | City | Zip Code | | | | |
| Phone Number | Email | | | | | |

Employment Disclaimers Please initial each disclaimer to indicate your understanding. The Learning Community provides equal employment opportunities without regard to race, religion, color, marital status, national origin, sex, age, or disability. The Learning Community is a smoke and drug free environment. All prospective employees will submit to a post-offer, pre-employment drug screening. A positive drug test will disqualify that individual for employment. Prospective employees with a DILUTED reading on their drug screen must pay for an additional drug screening or will be disqualified for employment. Maximum of two drug screening attempts will be allowed. _____ All prospective employees must pass a standard physical prior to employment. All prospective employees must have a negative reading on a tuberculosis test. All prospective employees must pass a federal fingerprint background check. _____ A check of the State Central Registry will be performed on all prospective employees. All prospective employees must be able to lift up to 35 pounds. I confirm that all information on this application is true and honest. I authorize investigation of any and all statements made on this application. Any dishonest or misleading information provided may result in immediate termination if discovered after employment. I grant The Learning Community permission to contact the references listed on this application. Signature: Date: _____ Printed Name: