



APPLICATION FOR EMPLOYMENT
AN EQUAL OPPORTUNITY EMPLOYER

PLEASE PRINT & FILL OUT THIS FORM FULLY AND ACCURATELY

(Circle all that apply)

Specify position(s) desired: *Lead Teacher Asst Teacher Cook Driver Other* _____

Preferred age group: *Infants 1 yr 2 yrs. 3 yrs. 4 yrs. 5 yrs. School age*

Last Name First Name Middle

Street Address City Zip How Long

Home Telephone Cell Phone Email Address

Emergency Contact Name Relationship Telephone

Would you be known to any employer, school or reference under another name? YES or NO
If so, indicate what name(s): _____

Are you at least 18 years of age? YES or NO If no, how old are you? _____

Salary/wage expected: \$ _____ per hour Employment desired: FULL TIME _____ PART TIME _____ or ANY _____

Have you ever been convicted of a criminal offense? YES or NO

If "Yes", please explain: _____

Do you have a prior history that would preclude you from being present in a child care operation while children are in care? YES or NO

If "Yes", please explain: _____

Have you ever served in any branch of the United States Armed Forces? YES or NO
Are you currently employed on layoff status, leave of absence or other suspension of employment and subject to recall with another employer?
If "YES", include details below: _____ YES or NO

EDUCATION

HIGHEST EDUCATION LEVEL COMPLETED _____

NAME	CITY/STATE	YEARS	TYPE OF DEGREE	MAJOR AREA OF STUDY
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High School or GED _____

College _____

Business/Vocational School _____

Are you current in First Aid/CPR training? YES or NO
Do you hold any certificates for childcare training? YES or NO
PLEASE LIST CERTIFICATES: _____

EMPLOYMENT RECORD

List each job held. Start with your present or last job. Explain any employment gaps in the space provided.

Employer	From	To	Job Title
Address		Telephone	
Supervisor	Salary: Starting		Final
Work performed		Reason for leaving	

Employer	From	To	Job Title
Address		Telephone	
Supervisor	Salary: Starting		Final
Work performed		Reason for leaving	

Employer	From	To	Job Title
Address		Telephone	
Supervisor	Salary: Starting		Final
Work performed		Reason for leaving	

Employer	From	To	Job Title
Address		Telephone	
Supervisor	Salary: Starting		Final
Work performed		Reason for leaving	

PERSONAL HISTORY

Do you know anyone that is employed at Kid's World? Yes ___ No ___ Please list name(s) _____

Do you have access to transportation? Yes ___ No ___

Do you have children who will attend Kid's World Learning Center? Yes ___ No ___

If yes, please list: Age ___ Age ___ Age ___ Age ___

Would you be willing to participate in a training program for teachers? Yes _____ No _____

Are you involved in any extracurricular activities outside of your job? Yes _____ No _____

If yes, please list activities that would affect your attendance:

What is your philosophy in educating preschool children?

What is your experience with children? (Indicate ages of children, duties, dates worked, reason for leaving)

PERSONAL REFERENCES

Please list three personal references. Please do not include your previous employer, relatives, minister, pastor, or other religious persons.

Name:	Address:	
Telephone:	Occupation:	How long have you known this person?
_____	_____	_____
Name:	Address:	
Telephone:	Occupation:	How long have you known this person?
_____	_____	_____
Name:	Address:	
Telephone:	Occupation:	How long have you known this person?
_____	_____	_____

I, _____ give KWLC permission to check current/ past employer and personal references.
 Signature: _____ Date: _____

APPLICANT CERTIFICATION

Please read the following carefully and sign in the space provided.

As an applicant for a position at Kid's World Learning Center, I certify to the following:

1. I am able to perform adequately the job duties for which I am applying.
2. I do not have a criminal record. If so, please explain _____
3. I have never abused or deprived a child or adult or subjected any person to serious injury as a result of intentional or grossly negligent misconduct.
4. I will comply with all state requirements for initial and continued certification.

Applicant Signature: _____ Date: _____

DRUG POLICY

Kid's World Learning Center does not hire persons who use illegal drugs. Persons hired may be required to take and pass a strict screen from illegal drugs and may be subject to periodic tests for illegal drugs.

I certify that I (check one) do _____ do not _____ use illegal drugs.

Applicant Signature: _____ Date: _____

APPLICATION FOR EMPLOYMENT (last page)

AUTHORIZATION TO RELEASE INFORMATION

I agree and understand Kid's World Learning Center and its agents may investigate or seek information concerning my background and/or previous employment, whether of record or not. I further agree and understand that if employed, Kid's World Learning Center may at any time seek any information from whatever source, which, in its discretion it deems relevant to my employment. Accordingly, I hereby authorize the previous employers and references listed in my application, any medical facility or related personnel, or any other source contacted by Kid's World Learning Center to give Kid's World Learning Center any and all information concerning my previous employment, my medical condition, or any medical treatment, or any other information they may have, personal or otherwise. I hereby release Kid's World Learning Center and its agents, any previous employers, any medical facility or related personnel, and any other persons or entities whatsoever involved in such an investigation or inquiry from all liability of any kind, including any damages on account of the furnishing of such information.

I further understand that my Criminal History Check will be sent in the prior to or date of hire and my employment at Kid's World Learning Center may be terminated if my history check is not in compliance with State and Child Care Standards.

Applicant Signature: _____ Date: _____

AGREEMENT AND CERTIFICATION

I hereby certify that the facts set forth in this employment application and (accompanying resume, if any) are true and complete to the best of my knowledge, and I agree and understand that any misrepresentation of information or failure to disclose information during the employment application process may disqualify me from further consideration for employment and, if employed, will subject me to dismissal.

I understand that in connection with my application for employment, an inquiry into my background may include an investigative report, which provides applicable information concerning character, general reputation, personal characteristics and mode of living. I understand that I have the right to make a written request within a reasonable period of time for information as to the nature and scope of any such report.

If employed, I agree to conform to all Kid's World Learning Center's rules and regulations and all federal, state and local rules and regulations. In this regard, I understand that Kid's World Learning Center may, at its discretion, conduct searches of lockers, lunch boxes, tool boxes, clothing, purses, briefcases, vehicles, desks, work areas, and other personal or Kid's World Learning Center property, and I hereby consent to such search. I also understand and agree that if employed, my employment is for an indefinite period of time, that either applicant or Kid's World Learning Center may terminate employment at will at any time, with or without cause or notice. I hereby disclaim the existence of any contract of employment, either expressed or implied.

This application is current only for 60 days. At the conclusion of this time, if I have not heard from Kid's World Learning Center and still wish to be considered for employment, I understand that it will be necessary for me to submit a new application.

This agreement contains and represents the entire agreement between Kid's World Learning Center and me concerning the topics discussed herein. There are no oral or collateral agreements of any kind concerning such topics. I further understand and agree that this agreement cannot be orally modified and that any subsequent modification of this agreement including the at-will state of employment I seek, must be in writing and duly executed by a Kid's World Learning Center representative.

I certify that I am a true and bona fide job applicant honestly interested in the position(s) for which I have applied and am seeking employment with Kid's World Learning Center solely to provide me the benefits of a job and for no other purpose.

We are an Equal Opportunity Employer, and do not discriminate on the basis of sex, race, color, religion, creed, national origin, veteran status, age, disability or on the basis of any other classification or characteristic protected by federal, state, or local law.

In addition, this form is subject to revision without notice in the event of a change in federal, state or local law.

Applicant Signature: _____ Date: _____