|  |  |
| --- | --- |
| ACCC-Logo | Antioch Child Care Centers |

# Employment Application

## Applicant Information

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Full Name: |       |       |       | Date: |       |
|  | Last | First | M.I. |  |  |

|  |  |  |
| --- | --- | --- |
| Address: |       |       |
|  | Street Address | Apartment/Unit # |

|  |  |  |  |
| --- | --- | --- | --- |
|  |       |       |       |
|  | City | State | ZIP Code |

|  |  |  |  |
| --- | --- | --- | --- |
| Phone: |       | Email |        |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date Available: |       | Social Security No.: |       | Desired Salary: | $      |

|  |  |
| --- | --- |
| Position Applied for: |       |

|  |  |  |  |
| --- | --- | --- | --- |
| If offered a position when can you report for work? |

|  |  |
| --- | --- |
|       |  |

 |
| Are you a citizen of the United States? | YES[ ]  | NO[ ]  | If no, are you authorized to work in the U.S.? | YES[ ]  | NO[ ]  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| If hired can you show proof of your legal right to work in the U.S.? | YES[ ]  | NO[ ]  |  |

|  |  |
| --- | --- |
| If no, explain: |       |

 |
|  |  |  |  |
| Have you ever been dismissed or asked to resign from any position? | YES[ ]  | NO[ ]  |

|  |  |
| --- | --- |
| If yes, explain: |       |

 |
|  |  |  |  |
| Have you ever been convicted of a felony, or a misdemeanor which resulted in imprisonment? | YES[ ]  | NO[ ]  |

|  |  |
| --- | --- |
| If yes, explain: |       |

 |
| (A yes answer to the above question does not necessarily disqualify an applicant from employment) |

## Education

|  |  |  |  |
| --- | --- | --- | --- |
| High School: |       | Address: |       |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| From: |       | To: |       | Did you graduate? | YES[ ]  | NO[ ]  | Diploma: |       |

|  |  |  |  |
| --- | --- | --- | --- |
| College: |       | Address: |       |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| From: |       | To: |       | Did you graduate? | YES[ ]  | NO[ ]  | Degree: |       |

|  |  |  |  |
| --- | --- | --- | --- |
| Other: |       | Address: |       |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| From: |       | To: |       | Did you graduate? | YES[ ]  | NO[ ]  | Degree: |       |
|  |  |  |  |  |  |  |  |  |

## References

Please list three professional references.

|  |  |  |
| --- | --- | --- |
| Full Name | Phone | Relationship |
|       |       |       |
|       |       |       |
|       |       |       |

## Employment

|  |  |  |  |
| --- | --- | --- | --- |
| **Current** Employer: |       | Phone: |       |
| Address: |       | Supervisor: |       |
| Job Title: |       | Starting Salary: | $      | Ending Salary: | $      |
| Responsibilities: |       |
| From: |       | To: |       | Reason for Leaving: |       |
| May we contact your current supervisor for a reference? | YES[ ]  | NO[ ]  |  |
|  |  |  |  |
|  |  |  |  |
| **Previous** Employer: |       | Phone: |       |
| Address: |       | Supervisor: |       |
| Job Title: |       | Starting Salary: | $      | Ending Salary: | $      |
| Responsibilities: |       |
| From: |       | To: |       | Reason for Leaving: |       |
| May we contact your previous supervisor for a reference? | YES[ ]  | NO[ ]  |  |
|  |  |  |  |
|  |  |  |  |
| **Previous** Employer: |       | Phone: |       |
| Address: |       | Supervisor: |       |
| Job Title: |       | Starting Salary: | $ | Ending Salary: | $      |
| Responsibilities: |       |
| From: |       | To: |       | Reason for Leaving: |       |
| May we contact your previous supervisor for a reference? | YES[ ]  | NO[ ]  |  |

## Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge. I authorize investigation of all statements herein recorded. I release from liability all persons and organizations reporting information required by this application.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |       | Date: |       |