

Application for Employment New Paltz Child Care Center

Please print Date ___/___/___
Position(s) applying for _____

PERSONAL DATA

Name _____ Social Sec. # _____
Last First Middle

Address _____
Street City State Zip Code

Telephone # (____) _____ Cell/Pager/Other#/ _____ e-mail _____

Gender M / F

Are you over the age of 18? ----- YES NO
 Have you ever been employed here previously? ----- YES NO
 If yes, date, length of service and reason for leaving. _____
 Have you ever been employed and provided child care elsewhere? ----- YES NO
 If yes, please specify in your employment history. _____
 Are you comfortable working in an environment with young children? ---- YES NO
 Are you a U.S. Citizen? ----- YES NO
 Have you ever plead "guilty", "no contest" or been convicted of a crime? - YES NO
 If yes, please provide date(s) and details _____

Date available for work ___/___/___ Desired salary range \$ _____ hour/week/year
 Type of employment desired? Full Time Part Time Temporary Seasonal
 Are you physically able to meet the attendance requirements and perform the responsibilities of the position? -----
 ----- YES NO
 Do you have any kind of disability that you would like us to know about? - YES NO
 If yes, please explain. _____

EDUCATIONAL HISTORY

	Name and Location	#yrs completed	Graduated?
High School	_____	_____	YES NO
	_____	_____	YES NO

	Name and Location	#yrs	Degree	Major
College	_____	_____	_____	_____
	_____	_____	_____	_____

Other	_____	_____	_____
	_____	_____	_____

EMPLOYMENT HISTORY (use back for additional history)

From ___/___/___ to ___/___/___ Employer _____ Phone # _____
 Address _____ Supervisor's Name _____
 Job Title _____ Nature of Work _____
 Hourly rate \$ _____ Reason for leaving? _____

SKILLS AND QUALIFICATIONS

Please provide any additional skills, training, licenses, certifications or life experiences you may have which will assist you in fulfilling job related responsibilities in the position for which you are applying.

REFERENCES (PLEASE LIST 1 BUSINESS AND 2 PERSONAL not relatives)

Name	Address	Phone#	Relationship	yrs known

APPLICATION STATEMENT

I certify that all the information I have provided in order to apply and secure work with the employer is true, complete and correct.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any aspect, will be sufficient grounds to cancel further consideration of this application or immediately discharge me from the employer's service whenever it is discovered.

I expressly authorize, without restriction, the employer, its representatives, employees or agents, to contact and obtain information from any and all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all legal rights and claims I may have regarding the employer, it's agents, employees or representatives, for seeking, gathering and using each information in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state, or federal law.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreement contrary to the foregoing express language are valid unless they are in writing and signed by the employer's President.

I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and the federal immigration laws require me to complete an I-9 Form for this regard.

I also understand that if I am hired, I may be required to obtain additional training, education, or certification on my own time and at my own expense to fulfill license requirements, which my employer decides to obtain. Failure on my part to fulfill these licensing requirements deemed necessary by my employer to remain employed or to hold certain positions, may result in my employment termination or disqualify me from holding said certain positions.

DO NOT SIGN UNTIL YOU HAVE READ AND UNDERSTOOD THE ABOVE APPLICANT STATEMENT.

I hereby certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant _____ Date ____/____/____