



APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

Date: _____

Name _____
Last First M.I.

Social Secur No. _____

Present Address _____
Street Apt.# City State Zip

Phone No. _____ Are you 18 years or older? Yes No

Are you a relative of any existing Country Home employee? Yes No
If yes, who? _____ Are you currently legal to work in the United States? Yes No

EMPLOYMENT DESIRED

Position _____ (must specify position being applied for - do not answer "anything")

Date you can start _____ Salary Desired _____

Are you employed now? _____ If so, may we inquire of your present employer? _____

Have you ever applied with Country Home before? _____ When? _____ Which location? _____

Have you ever been employed by Country Home before? _____ When? _____ Which location? _____

The position you have applied for may require you to obtain and maintain a commercial driver's license. If so, we will be required to check your driving record through the Dept. of Motor Vehicles. Please provide the following information regarding your current driver's license:

Driver's License No. _____ State _____

Please also provide any information which might affect your insurability or ability to obtain a commercial driver's license:

State law requires that a criminal history check be done on all child care personnel. Have you ever been convicted, plead guilty, or no contest to a misdemeanor or felony in any State? If yes provide details:

EDUCATION

	Name and Location of School	No. of Years Attended	Did you Graduate?	Subjects Studied
High School				
College				
Post Graduate				
Other				

Note: You may be required to provide an original or certified copy of the transcript from the school of your highest level of completion.

GENERAL

Please describe any subjects of special study, areas of experience, skills, or special talents or interests:

Continue on the next page

APPLICANT QUESTIONNAIRE

1. What are your strengths?

2. What are your weaknesses?

3. What would you like to be able to do better?

4. How would you handle a screaming 2 year old?

5. How would you handle a child using foul language?

6. How would you handle a 1 year old who bites?

7. What is the most important thing a parent wants to hear about their child at the end of the day?

8. How many days a month can a teacher be absent?

9. How do you handle criticism?

10. When you are not finished with certain tasks by the end of the day, would you be willing to stay late to complete them?

11. How often do you attempt to learn more about your job in order to improve your performance?

APPLICANT QUESTIONNAIRE

12. How would you present a special event to children that you do not personally enjoy?

13. If you are having a problem at work would you discuss it with co-workers, tell your supervisor, or solve it yourself?

14. How would you respond if asked to complete a task not in your job description?

15. Do you mind sharing your work space, or would you prefer to have your own work space?

16. Do you prefer to work in a structured environment or an environment that allows more choices?

17. Have you won any awards or scholarships for overall success in school or in the workplace?

18. If you fail at a task how do you respond?

19. Do you enjoy helping others achieve a similar measure of success to yours?

20. How would someone describe your most common emotion?

21. What do you plan to be doing 1 year from now?

FORMER EMPLOYERS List below former employers, most recent first

Date Month/Year	Name and Address of Employer	Ending Salary	Position	Reason for Leaving
FROM _____ TO _____				
FROM _____ TO _____				
FROM _____ TO _____				
FROM _____ TO _____				

REFERENCES You MUST include 3 work-related references to be considered for the position.

Name	Address	Phone	Work Relationship	Years Acquainted

PHYSICAL RECORD

Are you physically and mentally able to perform all functions of the job for which you are applying? Yes No

If "No", state the function(s) you cannot perform, and what accommodations by us, if any, would enable you to perform them:

In case of emergency, please notify _____
Name
Address
Phone No.

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal. My typed signature below certifies that I acknowledge all statements made on this application are true and complete.

I hereby (1) authorize investigation of all statements contained herein and I further authorize the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and (2) authorize investigation of any previous scholastic records, and pursuant to the Family Education Rights and Privacy Act of 1974, I authorize release of my education records by an education or institution which I have attended. I release all parties from all liability whatsoever for any damage, direct or indirect, that may result from furnishing such information to you.

I understand and agree that, subject to the terms and condition of any employment contract, if hired, my employment will be at will and may be terminated at any time without prior notice. I am under no obligation, nor will my employer be under any obligation, to renew any employment contract.

Date _____ Signature _____

Country Home Learning Center is an equal opportunity employer. Federal law prohibits discrimination on the basis of race, color, religion, sex, national origin or disability. It is our policy to comply fully with these laws; information requested on this application will not be used for any purpose prohibited by law.

Your application will be considered active for 30 days; you must reapply for consideration after that time. All blanks on this form must be completed in order for your application to be considered.