

# just children

## STAFF APPLICATION

Position Applying For \_\_\_\_\_ Date \_\_\_\_\_  
Birth Date \_\_\_\_\_ SS# \_\_\_\_\_  
Name \_\_\_\_\_ Cell Phone \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
E-Mail \_\_\_\_\_  
Emer.Contact \_\_\_\_\_ Phone# \_\_\_\_\_

### EDUCATIONAL HISTORY (High School and College Only)

SCHOOL NAME	#of YEARS	CITY	COURSE	#of Credits/ Degree Earned

### EXPERIENCE (List Child Care Experience First)

EMPLOYER NAME, ADDRESS & PHONE #	CONTACT PERSON	DATE		DUTIES
		FROM	TO	

Have you ever worked for Just Children? \_\_\_ Yes \_\_\_ No

If "yes", which location? \_\_\_\_\_ Dates: \_\_\_ to \_\_\_

Director at that time: \_\_\_\_\_ Room: \_\_\_\_\_

References: At least two (2) references are required from former employers or other persons who have knowledge of your work experience and/or education regarding child care and or teaching.

NAME	ADDRESS	PHONE	OCCUPATION

Have you ever been convicted of a crime? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If yes, please describe \_\_\_\_\_

All material in this application is true and I give consent for Just Children to contact the references listed above.

Signature \_\_\_\_\_ Date \_\_\_\_\_

For Official Use Only:  
 Verbal Reference Verification (if necessary)

1. Name \_\_\_\_\_ Date \_\_\_\_\_  
 Comments \_\_\_\_\_

2. Name \_\_\_\_\_ Date \_\_\_\_\_  
 Comments \_\_\_\_\_

Date of Hire \_\_\_\_\_ Position \_\_\_\_\_  
 Start Date \_\_\_\_\_ Classroom \_\_\_\_\_  
 Date of Termination \_\_\_\_\_ Reason \_\_\_\_\_

Director's Signature \_\_\_\_\_ Date \_\_\_\_\_