



Application for Employment

Discover Me Schoolhouse does not discriminate on the basis of race, religion, national origin, color, sex, age, or handicap. It is our intention that all applicants be given equal opportunity and that selection decisions are based on job- related factors.

Please Print Clearly

Date _____

Full name _____ **DOB** _____

Address _____
Street _____ **City** _____ **Zip** _____

Phone _____ **Email** _____

General Information

Are you teacher certified through EEC? if yes, what position(s) _____

Have you worked in childcare before? if yes, how long? _____

Are you first aid/CPR certified? If yes, when will it expire? _____

Have you completed any mandatory Strong Start trainings through the EEC website? _____

Do you have a personnel quality registration (PQR) with The Department of Early Education and Care?
YES / NO

Have you been convicted of a crime? If yes, when? _____

Has any substantiated report of child abuse or neglect been made against you? **YES /NO**

Availability (day and times available to work) **Example:** M-F 7:00 am – 5:30 pm

Mon _____ **Tues** _____ **Wed** _____ **Th** _____ **Fri** _____

Do you have a car? **YES/NO**

Can you travel? **YES/NO**



When Saturday care is available, can you work Saturdays for an elevated pay? YES / NO

Desired Position (infant, toddler, preschool) _____ Desired salary (hourly) _____

Please circle, are you looking for Fulltime / Part time

Education

School attended	Dates attended	Certificate/Degree/Major
_____	_____	_____
_____	_____	_____

References

Please list 3 references, (1) professional and (2) personal that you have known for at least one year.

Name/Contact person	Address	Phone
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Employment

Please list most recent job first.

1. Employer Name	Job Title	Dates of Employment
_____	_____	_____
Address _____	City/Town _____	St. _____ Zip _____

Starting wage. _____ Ending wage. _____ Reason for leaving _____

2. Employer Name	Job Title.	Dates of Employment
_____	_____	_____



Address City/Town St. Zip

Starting wage Ending wage Reason for leaving

3. Employer Name Job Title Dates of Employment

Address City/Town St. Zip

Starting wage Ending wage Reason for leaving

I certify that the above information is true and correct and give authorization for investigation of all statements and information in this application. Other documents will be obtained during an Employment interview. I voluntarily consent for Discover Me Schoolhouse to check my references by contacting references included in this application, I understand the references questions may pertain to my personal or educational background, work experience, character, and behavior. I understand my employment is subject to satisfactory verification of this information and agree that deliberate and significant omissions shall be grounds for employment consideration disqualification or dismissal from employment, if discovered at a later date. I pledge, if hired to comply with the guidelines of conduct and company policies and procedures of Discover Me Schoolhouse. I further understand and agree that my employment is for no definite period of time and may, regardless of time and manner be terminated by the Director of Discover Me Schoolhouse without cause or previous notice. I understand that employment may be subject to satisfactory completion of a physical examination by your primary care physician.

This application will be kept in a current file for forty-five days. If not contacted during that period of time, it may be necessary to complete a new application to receive further employment consideration.

SIGNITURE OF APPLICANT: _____ DATE: _____