

Ms. Darlene's Early Learning Center & Childcare

10 Kendall Pond Rd. Londonderry, NH

603-818-1405



Employment Application

Application Date: _____

Available Start Date: _____

Desired Position: _____

Desired Salary: \$ _____

APPLICANT INFORMATION

Last Name: _____ First Name: _____ M.I.: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Email Address: _____

Are you a citizen of the United States? Yes No

- If no, are you authorized to work in the U.S.? Yes No

Have you ever been convicted of a felony? Yes No

- If yes, explain: _____

EDUCATION

High School: _____ Address: _____

Dates Attended: _____ - _____ Did you graduate? Yes No

College: _____ Address: _____

Dates Attended: _____ - _____ Did you graduate? Yes No Degree: _____

Other: _____ Address: _____

Dates Attended: _____ - _____ Did you graduate? Yes No Degree: _____

REFERENCES

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone Number: _____

Address: _____

Is it ok for me to contact this person? Yes No

Full Name: _____ Relationship: _____

Company: _____ Phone Number: _____

Address: _____

Is it ok for me to contact this person? Yes No

Full Name: _____ Relationship: _____
Company: _____ Phone Number: _____
Address: _____
Is it ok for me to contact this person? Yes No

PREVIOUS EMPLOYMENT

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
Dates of Employment: _____ to _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? Yes No

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
Dates of Employment: _____ to _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? Yes No

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
Dates of Employment: _____ to _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? Yes No

MILITARY SERVICE

Branch: _____ Dates: _____ to _____
Rank at Discharge: _____ Type of Discharge: _____
If other than honorable, explain: _____

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature (electronic is acceptable)

Date

Ms. Darlene's Early Learning Center & Childcare

Consent to Provide Reference

I _____ (employee name) agree to hold Ms. Darlene's Family Early Learning Center & Childcare, harmless for any reference or agent of that program provides to a potential employer of mine.

Specifically, I authorize that these areas of my job performance may be openly discussed. (Initial each area for which you give consent).

_____ Classroom Management

_____ Relationships with parents/families

_____ Inclusiveness

_____ Attendance

_____ Respect Diversity

_____ Other (specify) _____

_____ Developmentally appropriate practices

_____ Curriculum expertise and creativity

_____ Timeliness

_____ Taking Initiative

_____ Team Player

Employee Name (please print)

Employee Signature/Date

Administrator's Name (please print)

Administrator's Signature/Date/Title