

Williamsburg Community Child Care Center

APPLICATION FOR EMPLOYMENT

PLEASE PRINT CLEARLY IN INK OR TYPE

Name _____ Social Security Number _____
Last First Middle

Home Address _____
Street City State Zip Code

Home Telephone Number _____ Daytime Telephone Number _____

Temporary Address _____

Can you provide proof, if hired, that you are eligible to work in the United States? Yes No

Have you ever been employed by W4C's or Kidz on the Ridge? If yes, please give dates of employment, position(s) held, and state your name while employed, if different from present name:

How did you hear about this position?

Names of relatives or friends employed by W4C's

POSITION CATEGORY

Please check the areas you are qualified in or would consider:

- Infant and Toddler (6weeks to 2 years old) 4 years old – 5 years old
 2 years old – 3 years old
 3 years old – 4 years old

Specific Position Applying For:

Wage / Salary Expected: _____ If selected, when can you start work? _____

Are you seeking : Full-Time Work Part-Time Work Would Consider Either

Do you have reliable transportation? Yes No Public Transportation Own Vehicle Other _____

Are you willing to work overtime, if required? Yes No If no, explain: _____

EDUCATION AND TRAINING

Please circle highest of education completed year.

GRADE SCHOOL

1 2 3 4 5 6 7 8

HIGH SCHOOL

9 10 11 12

COLLEGE

13 14 15 16 17 18 19 20

EDUCATION*	SCHOOL NAME COMPLETE ADDRESS	COURSE OF STUDY OR MAJOR	TYPE OF DEGREE GRANTED/GPA
High School or GED			
Trade School or Business College			
College			
Graduate School			
Other			

Experience/Work Areas related to child care:

Special interest areas to you:

List other education or training that is applicable to the position for which you are applying:

* Official transcripts and/or degree may be requested depending on the requirements of the position for which you are applying.

MILITARY SERVICE

Present Military Obligation (Military Service, Reserves or National Guard): _____

EMPLOYMENT HISTORY

Most recent or current employer	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Address Street City State Zip Code	Employed From Month – year to Month Year
Type of Business	Wage/Salary \$ to \$
Last Position Held	
List Job Responsibilities	
Supervisor and Department	Telephone Number
Reason for Leaving	

Second most recent or current employer	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Address Street City State Zip Code	Employed From Month – year to Month Year
Type of Business	Wage/Salary \$ to \$
Last Position Held	
List Job Responsibilities	
Supervisor and Department	Telephone Number
Reason for Leaving	

Third most recent or current employer	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Address Street City State Zip Code	Employed From Month – year to Month Year
Type of Business	Wage/Salary \$ to \$
Last Position Held	
List Job Responsibilities	
Supervisor and Department	Telephone Number
Reason for Leaving	

Please identify and explain any gaps in your continuous employment history during the last five years:

PERSONAL REFERENCES

Please furnish three references with complete addresses in all cases. Do not list former supervisors or persons residing at your current address.

Name _____ Length of acquaintance _____

Daytime Telephone Number _____ Home Number, if different _____

Relationship? _____

Name _____ Length of acquaintance _____

Daytime Telephone Number _____ Home Number, if different _____

Relationship? _____

Name _____ Length of acquaintance _____

Daytime Telephone Number _____ Home Number, if different _____

Relationship? _____

What do you consider the primary values of sending your child to an early childhood care facility?

What skills do you consider as important goals to instill in a young child (2 to 5 years old)?

How would you modify the behavior of a child in each of the following situations:

2 year old—child refuses to pick up a tub of toys he/she dumped out:

3 - 4 year old—child pushes down a friend on the playground:

5 year old—child will not share a toy:

EMPLOYMENT POLICY

It is the policy of W4C's to provide employment without regard to race, color, religion, national origin, sex, age, marital status, disability, sexual orientation, Vietnam era or disabled veteran status.

All offers of employment are contingent on the applicant passing a physical examination, verification of information in this application and a negative report on the State of Iowa Criminal History Records Check.

PLEASE READ AND SIGN

I CERTIFY that the statements herein are correct and true to the best of my knowledge. I understand that, if employed, falsified statements on this application shall be considered cause for dismissal. I agree to hold free from liability persons furnishing information regarding my character and qualifications for employment. I agree that W4C's may also furnish like information upon request to any prospective employer, and I will not hold W4C's liable therefore. I agree that the confidential information obtained or released to W4C's will not be released to me.

Additionally, I understand that nothing contained in this employment application, in the granting of an interview, an offer of employment, or hire is intended to create an employment contract with W4C's. If an employment relationship is established, I understand that employment at W4C's is AT WILL EMPLOYMENT; that is, the employee or W4C's may terminate it at any time with or without cause.

Signature

Date