

# APPLICATION FOR EMPLOYMENT



## *Abundant Life Christian Learning Center*

PO Box 335                      896 State Rd 65 North  
 River Falls WI 54022        715-425-6166

Start date \_\_\_\_\_ End date \_\_\_\_\_

DATE \_\_\_\_\_

### PERSONAL

NAME		EMAIL ADDRESS	
ADDRESS		HOME PHONE	
CITY		CELL PHONE	
STATE	ZIP	EMERGENCY CONTACT	

### EDUCATION

NAME AND LOCATION	FROM	TO	DEGREE/MAJOR OR GPA	DATE GRADUATED

### SPECIAL SKILLS OR TRAINING (Applicable to Employment)


If offered a position would you be willing to be flexible with scheduling?

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Which age group would you like to teach?

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Would you be available for call-ins?

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I understand that upon employment with ALCLC a physical examination must be taken and the results submitted to Abundant Life CLC within 30 days.

YES \_\_\_\_\_

I understand that before employment with Abundant Life CLC a drug test must be taken and the results submitted.

YES \_\_\_\_\_

## EMPLOYMENT (Start with most recent) OR VOLUNTEER POSITIONS

FROM	TO	EMPLOYER	PHONE #
JOB TITLE		DUTIES	
SUPERVISIONS NAME			
STARTING SALARY		REASON FOR LEAVING	
ENDING SALARY			
MAY WE CONTACT EMPLOYER AT ABOVE PHONE NUMBER?		YES _____	NO _____
FROM	TO	EMPLOYER	PHONE #
JOB TITLE		DUTIES	
SUPERVISOR'S NAME			
STARTING SALARY		REASON FOR LEAVING	
ENDING SALARY			
MAY WE CONTACT EMPLOYER AT ABOVE PHONE NUMBER?		YES _____	NO _____
FROM	TO	EMPLOYER	PHONE #
JOB TITLE		DUTIES	
SUPERVISOR'S NAME			
STARTING SALARY		REASON FOR LEAVING	
ENDING SALARY		•	
MAY WE CONTACT EMPLOYER AT ABOVE PHONE NUMBER?		YES _____	NO _____

## ADDITIONAL DATA

Position applied for::

Schedule desired: Full time \_\_\_\_\_ Part time \_\_\_\_\_ Temporary \_\_\_\_\_

List days and hours you are able to work:

Rate of pay desired:

How did you hear about this job at or Abundant Life Christian Learning Center?

Have you worked for or Abundant Life Christian Learning Center before?

If yes, how long? \_\_\_\_\_ Why did you leave?

Previous position:

List any friends or relatives working here at this time.

## JOB RELATED QUESTIONS

What are your methods of discipline that you would enforce at Abundant Life Christian Learning Center ? Explain:

Give your definition of authority, and what you would do if an any time you were in disagreement with policy, procedures, another teacher, etc.:

## CHRISTIAN BACKGROUND

Give your definition of a Christian:

Do you know Jesus Christ as your personal Lord and Savior?

What is your motive in seeking a position is a Christian day care center?

What do you believe is the unique function of a Christian day care center?

**PERSONAL REFERANCES** (list only people we may contact)

NAME	ADDRESS	RELATIONSHIP	PHONE NUMBER

APPLICANT: Please read and sign below.

The information provided by me in this application for employment is true and complete to the best of my knowledge. I understand that if I am employed, any false statement will be considered as cause for possible dismissal.

APPLICANT  
SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

**DO NOT WRITE IN THIS SECTION**

**INTERVIEWS**

DATE	COMMENTS

Reference 1: \_\_\_\_\_

Reference 2: \_\_\_\_\_

# WORKER'S STATEMENT

The information contained in this screening form is correct to the best of my knowledge. I authorize any references or government agencies to give you any information, including opinions, which they may have regarding my character and fitness for work with minors or the mentally handicapped.

In consideration of the receipt and evaluation of this application by Abundant Life Christian Learning Center, I hereby release any individual, church, youth organization, charity, employer, reference, or any other person or organization, including record custodians, both collectively and individually, from any and all liability for damages of whatever kind or nature which may at any time result to me, my heirs, or family, on account of compliance or any information provided about me by any person or organization identified by me or my references in this application.

I waive any right that I may have to inspect the references provided on my behalf.

Should my application be accepted, I agree to be bound by the Bylaws and Policies of Abundant Life Christian Learning Center, and to refrain from unscriptural conduct in the performance of my job.

I understand that the questions asked are personal and confidential and are needed to protect myself, the children, and ALCLC from any legal matters.

I am willing to read and abide by the Policies and Procedures set forth in the Risk Management Program to reduce the risk of Child Abuse in this center.

I further state that I have carefully read the foregoing release and know the contents thereof; and sign this release as my own free act. This is a legally binding agreement which I have read and understand.

Print Name \_\_\_\_\_ Date \_\_\_\_\_

Applicant's Signature \_\_\_\_\_

# CRIMINAL RECORDS CHECK AUTHORIZATION

I hereby give my permission for Abundant Life Christian Learning Center to obtain information relating to my criminal history record Either on state or federal level. The criminal history record, as received from the reporting agencies, may include arrest and conviction data as well as plea bargains and deferred adjudication's.

I understand that this information will be used, in part, to determine my eligibility for an employment or volunteer position with Abundant Life Christian Learning Center.

I also understand that as long as I remain an employee or volunteer here, the criminal history records check may be repeated at any time.

I understand that I will have the opportunity to review the criminal history and a procedure is available for clarification, if I dispute the record as received.

I also understand that, by law, I may see a copy of the transcript, for its review, but may not receive a copy of the document in any fashion or form.

I, the undersigned, do for myself, my heirs, executors and administrators, hereby remise, release and forever discharge and agree to indemnify Abundant Life Christian Learning Center and each of their officers, directors, employees, and agents harmless from and against any and all causes of actions, suits, liabilities, costs, debts, and sums of money, claims, demands, whatsoever, and any and all related attorney's fees, court costs, and other expenses resulting from the investigation of my background in connection with my application to become an employee of Abundant Life Christian Learning Center.

Print Name \_\_\_\_\_ Date \_\_\_\_\_

Applicant's Signature \_\_\_\_\_