



# BETHEL

## Weekday Preschool

# Employment Application

**Position applying for:**

- Lead Teacher
- Teacher's Aide
- Substitute
- Other

**PERSONAL INFORMATION**

Full Name (first, middle, last) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number (s) \_\_\_\_\_

Email Address \_\_\_\_\_

Are you eligible to work in the United States? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you ever been charged or convicted of a crime against a child?

\_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please explain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you been convicted of or pled no contest to a felony within the last five years?

\_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List any gifts, calling, training, education or other factors that have prepared you for working with children: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What age group do you prefer to work with:

\_\_\_\_\_ 2 year olds \_\_\_\_\_ 3 year olds \_\_\_\_\_ Pre-K (4's and 5's)

Are you willing to change diapers as needed? \_\_\_\_\_ Yes \_\_\_\_\_ No

All positions require the ability to lift children, kneel to speak at eye level to children and the ability to sit in the floor for extended amounts of time during play/instruction. Are you able to fulfill those duties as needed? \_\_\_\_\_ Yes \_\_\_\_\_ No

Bethel Weekday Preschool operates 9:00-1:00 during the week (Monday-Friday). Please list your hours of availability for each work day.

Monday \_\_\_\_\_ Tuesday \_\_\_\_\_ Wednesday \_\_\_\_\_

Thursday \_\_\_\_\_ Friday \_\_\_\_\_

What date are you available to start work? \_\_\_\_\_

**EDUCATION**

Name and Address of School – Degree/Diploma – Graduation Date

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Skills and Qualifications (licenses, awards, etc): \_\_\_\_\_

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Please write a brief statement of your personal relationship with Jesus Christ and how it began: \_\_\_\_\_

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**EMPLOYMENT HISTORY**

Present or Last Position:

Position/Title \_\_\_\_\_  
Employer \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Phone \_\_\_\_\_  
Address \_\_\_\_\_  
Employment Dates: From \_\_\_\_\_ To \_\_\_\_\_  
Responsibilities \_\_\_\_\_

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Previous Position:

Position/Title \_\_\_\_\_  
Employer \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Phone \_\_\_\_\_  
Address \_\_\_\_\_  
Employment Dates: From \_\_\_\_\_ To \_\_\_\_\_  
Responsibilities \_\_\_\_\_

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Previous Position:

Position/Title \_\_\_\_\_  
Employer \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Phone \_\_\_\_\_  
Address \_\_\_\_\_  
Employment Dates: From \_\_\_\_\_ To \_\_\_\_\_  
Responsibilities \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

May we contact your present employer? \_\_\_\_\_ Yes \_\_\_\_\_ No

**REFERENCES**

Name/Title/Address/Phone

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_

Do you attend church? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, where? \_\_\_\_\_

How often? \_\_\_\_\_ Weekly \_\_\_\_\_ Monthly \_\_\_\_\_ Once in a while

**EMERGENCY CONTACT**

Name \_\_\_\_\_

Relationship \_\_\_\_\_

Phone Number(s) \_\_\_\_\_

I certify that information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed in this application.

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

NOTES (office use only): \_\_\_\_\_ Contacted \_\_\_\_\_ Interviewed \_\_\_\_\_ Job Offered

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_