



EMPLOYMENT APPLICATION

Elite Preschool & Learning Center is an equal opportunity employer, dedicated to a policy of non-discrimination on any basis including race, color, age, sex, religion, disability, national origin or marital status.

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| Name: | | | Date: |
| Address: | | | # of years: |
| City: | State: | Zip: | Own or Rent? |
| Previous address if under 5 years: | | | |
| Telephone (home): | | Telephone (cell): | |

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| Emergency contact information (Not living with you): | | | |
| Name: | | | Telephone: |
| Address: | | | Relationship: |
| City: | State: | Zip: | |

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| I am applying for a position as: | |
| <input type="checkbox"/> Lead Teacher <input type="checkbox"/> Assistant Teacher <input type="checkbox"/> Cook <input type="checkbox"/> Bus Driver <input type="checkbox"/> Other: | |
| Transportation: Some Positions here at Elite Preschool require a driver's license | |
| Do you have a current AZ Driver's License? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Driver's license number: | Expiration: |
| Have you received any moving violations in the year? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| If yes, details must be provided here: | |

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| Criminal Background Check: A Federal Fingerprint Clearance Card is required to work at Elite Preschool & Learning Center. | |
| Have you ever been convicted of any felony or misdemeanor? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| If yes, details must be provided here: | |

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|-------------------------|---------------|---------------------|--|
| Hours you are available | Hours desired | Times not available | Are you available for emergencies? <input type="checkbox"/> Yes <input type="checkbox"/> No |
|-------------------------|---------------|---------------------|--|

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| Hourly wage desired: |
| Personal Comments: |

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| Education: | | |
| High School: | City/ State: | Dates: |
| College: | City/ State: | Dates: |
| Other: | City/ State: | Dates: |
| Degrees/ Certificates: | | |
| Special skills or training: | | |
| Name, addresses, telephone numbers for any non-profit, volunteer organizations affiliated with: | | |

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| Experience: |
| Discuss all training or experience related to the position applying: |
| What do you like the most about working with children? |
| What do you find the least desirable about working with children? |

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| Employment History: | | |
| <i>Please go back at least five years and tell us about your work history. Use additional sheet if additional space is needed.</i> | | |
| May we contact your current employer to verify your employment history? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Company: | From: | To: |
| Job Title: | Why did you leave? | |
| Duties: | | |
| Supervisor: | Phone: | |

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| Supervisor: | Phone: | |

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| Personal References: | | | |
| Name: | Address: | Years Known: | Telephone: |
| Name: | Address: | Years Known: | Telephone: |
| Name: | Address: | Years Known: | Telephone: |

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| Are you a legal citizen of the United States of America? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <i>Certification and Release: I certify the above stated and indicated are true in fact and no misrepresentation of myself has been made. I understand that any false information, omissions or misrepresentation of facts will result in rejection of this application and/or discharge at any time during employment. I authorize Elite Preschool to verify any and all information contained within this application, but not limited to, criminal history and motor vehicle driving records. I authorize all persons, schools, companies & law enforcement authorizes to release any information concerning my background & hereby release any said persons, schools, companies & law enforcement authorities from any liability for any damage whatsoever for issuing this information. I also understand that the use of illegal drugs is prohibited during employment and that I am willing to submit to drug testing at any time to detect the use of illegal drugs prior to or during employment.</i> |
| <i>Restrictive Covenant: I agree not to do business directly with any individual or business entity that Elite Preschool & Learning Center has introduced to me or by entering into employment with such individuals or businesses.</i> |
| Applicant's Signature: _____ Date: _____ |

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| FOR OFFICE USE ONLY: DATE RECEIVED _____ | PHONE INTERVIEW: _____ DATE _____ |
| IN HOUSE INTERVIEW: _____ DATE _____ | FINAL INTERVIEW: _____ DATE _____ HIRED: YES NO |
| START DATE: _____ POSITION: _____ | HOURS: _____ SALARY: _____ |