



Providence Presbyterian Church

Instructions: Print clearly in black or blue ink. Answer all questions. Sign and date the application.

PERSONAL INFORMATION:

First Name: _____ Middle Name: _____ Last Name: _____

Street Address: _____ City: _____

State: _____ Zip Code: _____

Day Time Phone Number: (_____) _____ Cell: (_____) _____

E-Mail 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 pleaded no contest to a felony within the last five years? Yes ___ No ___

If yes, please explain:

PROFESSIONAL QUALIFICATIONS/PREVIOUS EXPERIENCE:

Please attach photocopies of all transcripts, certificates, or first aid/CPR certificates you have

High School Graduate or GED? Yes _____ No _____

Name of School or Program _____

Early Childhood Courses? Yes _____ No _____

Name of School or Program _____

Types of Credentials _____

College Graduate? Yes _____ No _____ Degree and Date Received _____

Issuing Institution _____

Do you have a current child first aid/CPR certification? Yes _____ No _____

Do you have any previous work/volunteer experience with young children? Yes _____ NO _____

If yes, please describe, including dates, location and description of experience



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AVAILABILITY:

Providence Presbyterian Preschool is in session Monday - Thursday, 9:15am-1:15pm. Are you available to work during these times? Yes ___ No ___

What date are you available to start work? _____

Position of Interest: _____ Teacher _____ Teacher Assistant

Please list what age group of children you enjoy working with the most?

May We Contact Your Present Employer? Yes ___ No ___

Current/Most Recent Employer:

Employer: _____

Position Title: _____

Phone: _____

From: _____ To: _____

Responsibilities: _____

REFERENCES: Provide three references (non-family members) who are qualified to speak of your spiritual experience and Christian service. Please Include Name/Title/Address/Phone:

1.

2.

3.

On separate paper please label and succinctly answer in one or two paragraphs each of the questions below.

1. Why do you wish to teach in a Christian preschool?



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2. What do you consider to be the proper classroom atmosphere for learning?
3. What is your philosophy of discipline?
4. What areas do you feel are your strengths? Weaknesses?
5. Please summarize any additional information that you would like to present regarding your candidacy for this position.

APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Providence Preschool does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability. I hereby certify that the facts set forth in this application process are true and complete to the best of my knowledge. I understand that falsification of any statement or a significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. I authorize Providence Preschool to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and other matters related to my suitability for the position. I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure. In addition, I hereby release the school, my former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure. I waive the right to ever personally view any references given to the school. I authorize the school to conduct a criminal records check. I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or that it could reflect adversely on the school or on me as a Christian role model. I understand that this is only an application for employment and that no employment contract is being offered at this time. I certify that I have carefully read and do understand the above statements.

Applicant's Signature: _____ Date: _____

Please print name: _____