



EMPLOYMENT APPLICATION

COUNTRY ACRES CHILD DEVELOPMENT CENTER
"For those that care enough for the finest"



Saginaw Educators, DBA Country Acres CDC, does not discriminate against qualified individuals with disabilities in job applicants, procedures, hiring, termination, advancement benefits, job trainings, and other terms conditions and privileges of employment. A qualified applicant with a disability is an individual that meets skills, experience, education and other job related requirements of the position applied for, and with or without reasonable accommodation, can perform all essential functions of that position.

Saginaw Educators, DBA Country Acres CDC, believes in equal opportunity employment for all individuals without regards to race, color, religion, sex, age, national origin, veteran, or disability status. This policy extends to all terms, conditions, and privileges of employment including but not limited to application, hiring, upgrading transfer, layoff, termination, rate of pay, job assignment, job classification, training and any other term condition, or privilege of employment.

THIS IS TO INFORM YOU THAT AS PART OF OUR PROCEDURES FOR PROCESSING APPLICANTS, AND INVESTIGATIVE REPORT MAY BE MADE WHEREBY INFORMATION IS OBTAINED THROUGH A PERSONAL INTERVIEW WITH YOU, PREVIOUS EMPLOYERS, CURRENT EMPLOYERS(WITH PERMISSION), PERSONAL AND PROFESSIONAL REFERENCES.

SAGINAW EDUCATORS, DBA Country Acres Child Development Center

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address City State Zip

Hours of Interest.....Hours and age group assigned are not guaranteed on a day to day basis. The needs of the school and children within are our priority. Employee should remain flexible with schedule and age for whom they are responsible _____ (HOURS AND DAYS)

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary:\$ _____

Position Applied for: _____ Driver's License# and State _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO Type of Employment Seeking Full Time Part Time

If yes, explain: _____ Are you over the age of 18? Y N 25? Y N

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment (start with most recent)

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Medical

I have been provided a job description and am able to perform all job functions without limitations. Applicants should be able to lift up to 40 pounds numerous times throughout the day. Your primary responsibility is the health and safety of the children. Yes or No. If answer is no, please explain. _____.

Our staff is required to have proof of this **on your first day of employment.**

Minimum of H.S. Diploma or GED (circle one).

Original copy of current CPR/First Aid (original must be kept in employee file for 90 days after employment) YES NO

SIDS and Shaken Baby YES NO

We can assist in setting up a class for CPR/First Aid/ SIDS and Shaken Baby

The undersigned applicant agrees that any employment entered into with him/her by our Center shall be for an indefinite term as we are an at-will employer, and said applicant agrees to abide by all terms of our Center's policies and procedures and personnel policies and the Texas Department of Protective and Regulatory Services requirements, and any other rules established by our center.

In addition, you will be required to provide a Texas State Notarized Affidavit with regards to sexual and physical abuse of a minor. A criminal background check including FBI fingerprints will be required as well. The information provided in this application will assist in running these checks.

I hereby affirm that all facts and statements set forth by me on this application for employment are hereby complete and true to the best of my knowledge and belief. I also certify that I have not knowingly withheld any facts or information which if disclosed would unfavorably affect my application. I understand that falsifying or misleading information may be cause for refusal of employment and grounds for dismissal. 03.2016

SIGNED

DATE