

Application for Employment

Name _____ D.O.B. _____

Address _____

SS# _____ Position Applied For: _____
(Director, Caregiver, Caregiver, Service Staff, Teacher, Other)

Church Home _____ Pastor's Name & Number _____
(must be interviewed)

Education (Document highest educational level – attach copy of Diploma, GED, or College Transcript)

High School/GED (or highest grade completed): _____

College/University (or highest level completed): _____

Degree Held and Field of Study: _____

Special Training/Certificates/Licensures: _____

Previous Employment Experience – (document with letters or phone calls)

Name of Employer	Address	Supervisor/Telephone #	Years
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1. _____

Job Title & Duties: _____

2. _____

Job Title & Duties: _____

3. _____

Job Title & Duties: _____

Personal References – (Document with letters or phone calls (Note date, time, the person called, etc.))

Name	Address	Telephone #	Relationship
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1. _____

2. _____

3. _____

_____ has my permission to perform all criminal records checks, a Child Abuse Central Registry Check, and contact previous employers and all personal references.

Signature _____ **Date** _____

Director – Attach documentation of education, training and experience. Attach completed criminal records checks (FBI Letter of Suitability) and MS Immunization Compliance Form #121.

Date of Employment _____ **Date of Orientation** _____ **Date of Separation** _____