

EDUCATION AND TRAINING

Name and location of High School:	Dates attended:
	Date of Graduation or GED:
Name and location of College/University:	Dates attended:
	Years completed:
	Degree(s):

Any additional training or certification that would be helpful in the evaluation of your application:(Please select)

<ul style="list-style-type: none"> • Infant/Toddler Endorsement • Preschool Endorsement • School-Age Child Care Endorsement • Child Development Associate Certification 	<ul style="list-style-type: none"> • Early Childhood Development Associate of Applied Science • Bachelor's in Early Childhood Education • Master's in Early Childhood Education • Other(s):
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CHILD CARE TRAINING/EXPERIENCE

List **most recent** courses, workshops, and conferences related to child development and early childhood education. Attach additional pages if necessary. Attach copies of certificates received.

Title of course/workshop/conference	List the Location of training /or if online training	Dates	Number of hours/credits

ADDITIONAL INFORMATION

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Please summarize below any additional information and/or skills you have that describe your full qualifications for the specific position for which you are applying. (First Aid, CPR, AED, SUIDS, etc.):

First Aid CPR AED SUIDS MAT Other:

WORK HISTORY

List childcare, early childhood experiences, or teaching experiences first.

Position:	Dates: From ____ / ____ To ____ / ____
Employer:	Full time: _____ Part time _____
Address: City, State, zip	Job Duties:
Phone: () _____ - _____	Immediate Supervisor:
Reason for Leaving:	Are you eligible for rehire? YES/ NO
Position:	Dates: From ____ / ____ To ____ / ____
Employer:	Full time: _____ Part time _____
Address: City, State, zip	Job Duties:
Phone: () _____ - _____	Immediate Supervisor:
Reason for Leaving:	Are you eligible for rehire? YES/ NO
Position:	Dates: From ____ / ____ To ____ / ____
Employer:	Full time: _____ Part time _____
Address: City, State, zip	Job Duties:
Phone: () _____ - _____	Immediate Supervisor:
Reason for Leaving:	Are you eligible for rehire? YES/ NO

The information, which I have provided in this application, is true and complete, to the best of my ability. I understand that any false or misleading information or significant omissions may disqualify me from further consideration for employment, and may lead to my dismissal from employment at a later date.

I understand that nothing contained in this employment application or in any communications with any Administration is intended to create an employment contract. No promises regarding employment have been made to me, and I understand that, if hired, my employment for no definite period and may be terminated at any time by either the Daycare Committee/Daycare Administration or me for any reason.

I understand that as a potential employee working with children, I must submit a background check by federal and/or state authorities. If I do not comply, I understand I cannot be hired to work.

Applicant Signature: _____ **Date:** ____ / ____ / ____

PROFESSIONAL WORK REFERENCES

Please list at least (3) work related references. Family and Friends are unacceptable.

Contact Full Name:	Title:	
Company:	Best Number to reach: () _____ - _____	
Address: (Street, City, State, Zip)		
How long were you employed with this employer?	Month(s)/year(s)	What was your position?
Contact Full Name:	Title:	
Company:	Best Number to reach: () _____ - _____	
Address: (Street, City, State, Zip)		
How long were you employed with this employer?	Month(s)/year(s)	What was your position?
Contact Full Name:	Title:	
Company:	Best Number to reach: () _____ - _____	
Address: (Street, City, State, Zip)		
How long were you employed with this employer?	Month(s)/year(s)	What was your position?

Authorization to Release Reference Information

I have applied for the position as a _____ with Elizabeth River Baptist Daycare. I have authorized E.R.B.D.C to thoroughly investigate references, work records, evaluations, education, and other matters related to my suitability for employment.

In order to provide the Daycare with information and opinions that will be used in its hiring decisions, I authorize any person, school, current or past employer, organizations or entity disclose in my application, resume or interview to provide any information concerning my performance, reputation and character.

In addition, I hereby release Elizabeth River Baptist Daycare, 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 Elizabeth River Baptist Daycare.

I certify that I have carefully read and do understand the above statements.

_____ Date: ____/____/____

Applicant's Printed Name

Applicant's Signature

Thank you for your interest in employment at Elizabeth River Baptist Daycare! We are happy you have chosen us for your Early Childhood Education Career option.

