



APPLICATION FOR EMPLOYMENT

Salford Mennonite Child Care Centers ~ The Children's Center at Dock Woods

We consider applicants for all positions without regard to race, color, religious creed, handicap, ancestry, national origin, age or sex. Employment opportunities shall be increased for qualified handicapped applicants and reasonable accommodation shall be made to meet the physical or mental limitations of qualified applicants or employees.

PERSONAL INFORMATION

NAME Last	First	Middle	Date of Application
-----------	-------	--------	---------------------

PRESENT ADDRESS	Street	City	State	Zip
-----------------	--------	------	-------	-----

Phone #	E-mail address	Are you 18 years or older? <input type="checkbox"/> Yes <input type="checkbox"/> No
---------	----------------	-------------------------------------------------------------------------------------

Are you eligible to work in the U.S.?	Have you been convicted of a felony or misdemeanor with the last 5 years? <input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
---------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------

Referred here by:

Are you able to perform essential job functions as stated in job description? (ask to see job description before answering this)

Reasons you desire to work here:	Campus Preference: <input type="checkbox"/> Salford Campus only <input type="checkbox"/> Dock Campus only <input type="checkbox"/> Either Campus
----------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------

EMPLOYMENT DESIRED

POSITION	DATE YOU CAN START	SALARY DESIRED
----------	--------------------	----------------

Are you employed now? May we inquire of your present employer?
Where?

EDUCATION	Name & Location of School	No. of years attended
High School		
College, list degree(s)		
Other schooling		

Please submit qualifying credentials with your application. (copy of high school or college diploma, or most recent transcripts if presently attending college)

REFERENCES (Give names and complete address of three persons not related to you; one of them should have seen you work with children.)

Name	Street Address	City, State, Zip	Phone

FORMER EMPLOYERS & VOLUNTEER EXPERIENCES (List below previous employers, starting with most recent first.)

Name & Address of Employer	Position	Length of Employment	Phone Number	Reason for Leaving

I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I understand and agree that, if hired, my employment is for no definite period and may be terminated at any time without prior notice for any reason deemed appropriate by employer.

Signature:

Date:

Do Not Write Below This Line

Interviewed by:

Date:

Qualifications

Education:

Experience:

Position/Title/Campus

Salary:

Starting Date:

Orientation Date:

Level:

Provisional Period Ends:

Salary Changes	Date	Comments