

# Covenant Presbyterian Children's Center Application

Director ~ Jamilyn Bolen

Position applied for \_\_\_\_\_ Date of application \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_

DL # \_\_\_\_\_ DL State \_\_\_\_\_ DL Exp. Date \_\_\_\_\_ S.S.# \_\_\_\_/\_\_\_\_/\_\_\_\_

Cell Phone \_\_\_\_\_ Email address \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

How long at present address \_\_\_\_\_ Own \_\_\_ Rent \_\_\_ Other \_\_\_\_\_

Have you ever been employed by Covenant Presbyterian \_\_\_\_\_ If yes, when \_\_\_\_\_

## PLEASE CHECK THE APPROPRIATE ITEMS

\_\_\_\_\_ I have worked in the child care field before.

\_\_\_\_\_ I have not worked in the child care field before but am interested in training.

\_\_\_\_\_ I am unsure of a career choice, however, I would like to try child care.

\_\_\_\_\_ I am looking for a job related to my college while I attend school.

\_\_\_\_\_ Lead Teacher \_\_\_\_\_ Teacher Aid \_\_\_\_\_ Sub

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EDUCATION	NAME OF SCHOOL	NO. YRS. ATTENDED	DIPLOMA REC'D (yes/no)
High School	_____		
College	_____		
Other	_____		

Indicate any foreign language you can speak, read, &/or write

	<u>FLUENT</u>	<u>GOOD</u>	<u>FAIR</u>
Speak	_____	_____	_____
Read	_____	_____	_____
Write	_____	_____	_____

Are you familiar with ASL or Baby Sign yes \_\_\_\_\_ no \_\_\_\_\_

**EMPLOYMENT** BEGIN WITH MOST RECENT

Date	Name of business	Ph#	Position	Salary	Reason for Leaving
_____ to _____	_____	_____	_____	_____	_____
_____ to _____	_____	_____	_____	_____	_____
_____ to _____	_____	_____	_____	_____	_____

**Questions**

Please answer the following questions.

1. Use three words in describing your personality.

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2. What importance do/will they play in teaching young children?

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3. What is your personal philosophy of a childcare center?

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4. What makes a successful childcare program?

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5. What skills, talents, and abilities will you bring into this center?

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6. What community &/or organizations are you active in: junior league, church, NAEYC, civic, etc.

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7. How would you promote a Christian atmosphere in your classroom?

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8. Is there anything else you would like us to know?

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Letter of references would help process your application faster.  
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**Expiration Dates**

First Aid \_\_\_\_\_ CPR \_\_\_\_\_

**If a College Student a copy of your class schedule must be attached.**

I certify that the information contained in this application are true and complete to the best of my knowledge. I further understand that if employed, falsified records would be grounds for dismissal. I understand that I am on a 90 day probationary period and can be dismissed any time.

I give my permission to Covenant Presbyterian Children’s Center to call any and all references/previous employers as noted on this application and release all parties from all liabilities for any damage that result from furnishing the same.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an “at will” nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this “at will” employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I also understand that I am required to abide by all rules and regulations of the employer and failure to do so could result in termination of employment.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date