

Crockett Day School and Activities Center

Application for Employment

Name _____
 First Middle Last Social Security Number

Address _____

Date of Birth _____ Email _____

Phone Number _____ Are you at least 18 years old? _____

Educational Experience

High School Attended/Year Graduated _____

College Attended/Degree or number of years completed/Major _____

List any courses completed or childcare training (CPR, First Aid, Child Development, etc.)

List other skills, vocational, and technical training _____

Employment History (List Most Recent First)

1. Employer Name _____

Dates of Employment: From _____ To _____

Employer Address _____

2. Employer Name _____

Dates of Employment: From _____ To _____

Employer Address _____

3. Employer Name _____

Dates of Employment: From _____ To _____

Employer Address _____

References (List 3 non-relative references)

1. Name/Title _____ Phone Number _____

Address _____

How long has this individual known you? _____

2. Name/Title _____ Phone Number _____

Address _____

How long has this individual known you? _____

3. Name/Title _____ Phone Number _____

Address _____

How long has this individual known you? _____

Offenses (Background Checks are required for all Employees)

A. Have you ever been under investigation for neglect or abuse of children or for any sexual offense (excluding any charges that were fully cleared)?

____ Yes ____ No

B. Have you ever been convicted of a felony including any involving a suspended sentence?

____ Yes ____ No

C. Have you ever been convicted of or pled guilty to any offense involving the manufacture, sale, distribution, or possession of an illegal substance?

____ Yes ____ No

D. If you answered YES to A, B, or C, describe the offense, when it occurred, and where:

TCA {71-3-529 states that "each person applying to work with children as a volunteer or as a paid employee with a child welfare agency as defined in {73-3-501...may complete an application on a form prescribed or approved by the Department (of Human Services)...It is unlawful for any person to falsify any information required on the application. Knowingly failing to disclose required information shall deemed to be falsification to the same extent as providing false information. The Department, in cooperation with the Tennessee Bureau of Investigation, may...verify the accuracy of the criminal violation information."

TCA {71-3-533 states that "a child welfare agency...may require all persons applying to work with children in any capacity...to agree to the release of all investigative records... for the purpose of verifying the accuracy of criminal violation information contained on an application to work or volunteer, and supply a fingerprint

sample and submit to a criminal history records check to be conducted by the Tennessee Bureau of Investigation.”

By signing the form, I am affirming that the above statements I have made are true and factual to the best of my knowledge; and I am granting permission for all persons, organizations, or agencies listed above in #6 - #10, as well as all investigative agencies and the Tennessee Bureau of Investigation, to be contacted for the expressed purpose of pre-employment screening.

_____ Date _____ Applicant’s Signature

We are thrilled that you are interested in joining us at the Crockett Day School! Although we cannot promise any set hours at this time, we need to know when you are available and what age group you think would be the best fit for you.

Availability (Check ALL that apply)

_____ Monday _____ Tuesday _____ Wednesday _____ Thursday _____ Friday

_____ I can come in at 6:30 am if needed.

_____ I can work until 5:30 pm if needed.

_____ After School Program only (What time can you arrive at work? _____)

Please let us know your desired hours. _____

Any notes for your availability: (Ex. summer only, going back to school in fall, after school only)

Age Group (Check ALL that apply)

_____ Babies _____ One year olds _____ Two year olds _____ Three year olds

_____ After School (Pre-K to 5th grade) _____ Summer Camp (Pre-K to 5th grade)

Getting to Know You...

Tell us about yourself. Why do you want to work with children?

