



*Hazard Lions Club Montessori School*  
*608 High Street Hazard, KY 41701*  
*Phone (606) 439-0078*

## **Application for Employment**

Position(s) Applied for: \_\_\_\_\_ Date of Application \_\_\_\_\_

NAME \_\_\_\_\_  
Last First Middle

ADDRESS \_\_\_\_\_  
Street City State Zip Code

Telephone Number ( ) \_\_\_\_\_ Social Security Number \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
Cell Phone Number ( ) \_\_\_\_\_ Best time to call \_\_\_\_\_

May we contact you at work? \_\_\_\_\_  
If yes, work number and best time to call \_\_\_\_\_  
If you are not 18 years old, can you furnish a work permit? \_\_\_\_\_

Have you previously filed an employment application with the Hazard Lions Club Montessori School?  
\_\_\_\_\_  
If yes, give dates \_\_\_\_\_

Are you legally eligible for employment in this country? \_\_\_\_\_  
Do you have proof of Citizenship or immigration status? \_\_\_\_\_

Date available for work \_\_\_\_\_  
Type of employment applied for (please circle all that apply) Full time Part-time Temporary  
Substitute Seasonal Educational Cooperative  
Are you on lay off from another job? \_\_\_\_\_ Subject to recall? \_\_\_\_\_  
Are you able to meet the attendance requirements of the position? \_\_\_\_\_  
Will you work overtime, if required? \_\_\_\_\_

Have you ever been bonded? \_\_\_\_\_  
Have you ever been convicted of a felony in the last seven (7) years? \_\_\_\_\_  
(Such conviction may be relevant if job related, but does not bar you from employment.)  
If yes, explain \_\_\_\_\_  
Driver's License Number (if job related) \_\_\_\_\_ State \_\_\_\_\_

**Employment History**

List your last (3) employers, assignments or volunteer activities, starting with the most recent to include military experience. Explain any gaps in employment. (*You may substitute a resume for this section.*)

Employer	Telephone	Dates Employed From _____ to _____	Job Description
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Address	Hourly Rate/Salary		_____
_____	_____		_____
Immediate Supervisor and Title	Phone Number		_____
_____	_____		_____
Reason for leaving _____			
May we contact Supervisor for a reference? _____ Yes _____ No _____ Later			

Employer	Telephone	Dates Employed From _____ to _____	Job Description
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Address	Hourly Rate/Salary		_____
_____	_____		_____
Immediate Supervisor and Title	Phone Number		_____
_____	_____		_____
Reason for leaving _____			
May we contact Supervisor for a reference? _____ Yes _____ No _____ Later			

Employer	Telephone	Dates Employed From _____ to _____	Job Description
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Address	Hourly Rate/Salary		_____
_____	_____		_____
Immediate Supervisor and Title	Phone Number		_____
_____	_____		_____
Reason for leaving _____			
May we contact Supervisor for a reference? _____ Yes _____ No _____ Later			

**Educational Background**

*(You may substitute a resume for this section.)*

List the last three (3) schools attended, beginning with the most recent.

School	No. of years Completed	Degree; Diploma	GPA Class Rank	Major	Minor

It is understood and agreed upon that any misrepresentation by me in this application will be sufficient cause for cancellation of this application and/or separation from the employer’s service if I have been employed.

I give the employer the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability the employer and its representatives for seeking such information and as other persons, corporations or organizations for furnishing such information.

The employer is an Equal Opportunity Employer. The employer does not discriminate in employment and no question on this application is used for the purpose of limiting or excusing an applicant’s consideration for employment on a basis prohibited by local, state or federal law.

This application is current for (60) days from time of submission. At the conclusion of this time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to fill out a new application.

I understand that just as I am free to resign at any time, the employer reserves the right to terminate my employment at any time, with or without cause and without prior notice. I understand that no representative of the employer has the authority to make any assurances to the contrary.

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

**References**

List name, address and telephone number(s) of three (3) business/work references not related to you and who are previous supervisors. If not applicable, list three (3) school or personal references not related to you.

Name	Complete Address	Telephone	Years Known