



Employment Application

Personal	Last Name	First	Middle Initial	Date
	Address	City	State/Zip	Date available to start
	Phone Number	Email Address		Social Security #
	Are you legally able to work in the United States?			Desired Salary
	Computer knowledge and/or special skills			

Education	School	Course of Study	Years Attended	Did You Graduate?
	Graduate			<input type="checkbox"/> Yes <input type="checkbox"/> No
	College			<input type="checkbox"/> Yes <input type="checkbox"/> No
	Business/Trade			<input type="checkbox"/> Yes <input type="checkbox"/> No
	High School			<input type="checkbox"/> Yes <input type="checkbox"/> No

Employment History

1. Company	Phone Number ()
Address	Employment Dates From To
Job Title	Salary/hour Starting Ending
Responsibilities	Supervisor's Name & Number
Reason for Leaving	May we contact supervisor?

2. Company	Phone Number ()
Address	Employment Dates From To
Job Title	Salary/hour Starting Ending
Responsibilities	Supervisor's Name & Number
Reason for Leaving	May we contact supervisor?

3. Company	Phone Number ()
Address	Employment Dates From To
Job Title	Salary/hour Starting Ending
Responsibilities	Supervisor's Name & Number
Reason for Leaving	May we contact supervisor?

4. Company	Phone Number ()
Address	Employment Dates From To
Job Title	Salary/hour Starting Ending
Responsibilities	Supervisor's Name & Number
Reason for Leaving	May we contact supervisor?

References	Name	Telephone
	1.	()
	2.	()
	3.	()
	4.	()
5.	()	

The information provided in this employment application is true, correct and complete to the best of my knowledge. If you employ me, any misstatement or omission of fact on this application may result in my dismissal.

I understand that acceptance of an offer of employment creates no obligation upon you, the employer, to continue to employ me in the future.

Signature

Date

Notes from Interview and availability



Work Availability

Name: _____ Today's Date: _____

Date you can start: _____ Ideal hours per week: _____

Position Preference: _____ Preschool Teacher _____ Camp Counselor _____ Team Coach
 _____ Cheer Coach _____ Birthday Party Instructor _____ Floater _____ Recreational Teacher
 _____ Office Assistant _____ Other: _____

Any planned vacations during the next 3 months? _____ If yes, please list dates below.

We are busiest in the evenings and weekends. You must be able to work in the evenings and one weekend day. Please note that the more flexible you are, the more likely you are to get hours. All requests will be taken into consideration, but we cannot guarantee you will receive all the hours for which you asked.

	Please write the hours you are available to work each day.
Sunday	
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	

Additional Comments:

