

Employment Application

Koala-T Care Learning Center LLC.

Koala-T Care considers all applicants without regard to an applicant's race, color, creed, religion, age, gender, national origin, pregnancy, veteran status and/or disability or other legally protected class.

Name: _____ Date: _____
Address: _____ City/State/Zip: _____
Email: _____
Home Phone: _____ Cell Phone: _____
Position Desired: _____
Date Available To Start: _____

Please list your prior work experience in Early Childhood Education or field related to position sought starting with your most recent place of employment. Please include up to three. Complete employment history for the past two years is required.

Employer Name: _____
Address: _____ City/State/Zip: _____
Employer Name: _____
Address: _____ City/State/Zip: _____
Telephone Number: _____ Position Held: _____
Length of Employment: _____ Reason For Leaving: _____

General Job Responsibilities: _____

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General Job Responsibilities: _____

Education:	Name of School	Course Study	Yrs. Attended	Degree/Diploma
High School				
Professional Certificate				
Undergraduate College				
Graduate College				
Other				

A copy of your degree or diploma as well as an official transcript will be required if you are hired by Koala-T Care Learning Center. Failure to provide these documents within 30 days will result in termination.

Please list any additional Education/Specialized Training you have received related to the job for which you are applying: _____

Please answer the following questions with yes or no:

1. Are you at least 18 years of age? _____ Can you provide proof of your age if required? _____
2. Are you a U.S. citizen or have appropriate documentation to show you are eligible to work in the U.S.? _____
 (proof of citizenship or immigration status will be required upon employment)
3. Are you available to work any time as scheduled between the hours of 6:00 a.m. and 6:00 p.m.? _____
4. To your knowledge are you related to any child currently enrolled in this program? _____ If yes, please list child's name and your relationship. _____
5. To your knowledge are you related to anyone currently employed in this program? _____ If yes, please list person's name and your relationship. _____
6. Have you ever been convicted of or have an indicated report of any crime against a child? _____
7. Do you currently have charges pending against you for any crime against a child or that would be considered reflective of poor morale turpitude such as Domestic Violence, DUI, Drug Charges, Sexual Misconduct, etc. ? _____

8. Have you ever been charged with (indictment or official complaint accepted by a district attorney) or convicted of any crime, and do you have pending criminal actions against you? _____
 If yes, please explain: _____

Please answer the following questions briefly but succinctly in the space allotted: You may be asked to expand upon your answers in an interview format.

1: Why have you chosen to work in Early Childhood Education? _____

2: What are your three greatest strengths in working with children?

- 1 _____
- 2 _____
- 3 _____

3: What are your three greatest weaknesses in working with children?

- 1 _____
- 2 _____
- 3 _____

4: Describe the most frustrating experience you have ever had with children:

5: Describe the most rewarding experience you have ever had with children:

6: What causes you to stress when working and how do you deal with it?

7: How do you handle feeling anger and frustration towards others at work?

8: How would you describe a "great" employee?

9: When you walk past a classroom you notice a respected veteran teacher handling a child roughly, pulling the child's arm and sitting the child harshly into a seat, and speaking with an inappropriate tone and attitude. You are the only witness to this incident, what would you do? _____

10. A child in your classroom has been bitten. The mother of the child is furious and demands to know who bit her child and even get as far as to threaten legal action if the identity of the child who bit her child is not disclosed immediately. How would you handle this parent? _____

It is very important that you provide us with daytime phone numbers for your references, that we will not experience delays in processing your application.

Personal References:

Name: _____ How Long have you known this person? _____
Address: _____ City/State/Zip _____
Daytime Phone: _____ Cell Phone: _____
This person's profession is: _____

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Address: _____ City/State/Zip _____
Daytime Phone: _____ Cell Phone: _____
This person's profession is: _____

Name: _____ How Long have you known this person? _____
Address: _____ City/State/Zip _____
Daytime Phone: _____ Cell Phone: _____
This person's profession is: _____

Family Member References (non spouse)

Name: _____ How are you related to this person? _____
Address: _____ City/State/Zip _____

Daytime Phone: _____ Cell Phone: _____

This person's profession is: _____

Name: _____ How are you related to this person? _____

Address: _____ City/State/Zip _____

Daytime Phone: _____ Cell Phone: _____

This person's profession is: _____

This Name: _____ How are you related to this person? _____

Address: _____ City/State/Zip _____

Daytime Phone: _____ Cell Phone: _____

This person's profession is: _____

Applicant's Statement:

I certify that the answers and information given herein are true, correct and complete. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in termination regardless of when the information is discovered to be false or misleading.

Printed Name

Date

Signature

Thank you for your interest in being employed with Koala-T Care Learning Center. Upon review of completed applications the director of Koala-T Care will schedule interviews with applicants who meet the initial requirements, as evidenced by the information provided herein.

Koala-T Care is an "At-Will" employer. The "At-Will" employment relationship affords the employee the right to resign for any reason. Likewise, the employer may terminate the relationship at any time, with or without cause and with or without notice. The "At-Will" employment relationship may not be altered by any written document or by verbal agreement.

Office Use Only:

Received by: _____ Date: _____

Interview Scheduled: Date: _____ Time: _____