LADY DI DAYCARE & PRESCHOOL

13159 N Saginaw Rd.

Clio, MI. 48420

(810) 686-3033 ladydidaycare@live.com

**Application for Employment**

Thank you for considering Lady Di Daycare & Preschool

Lady Di Daycare & Preschool is a full time childcare center which provides quality care and early childhood education to children ages 6 weeks to twelve years of age. If employed you will be expected to perform at standards which meet and exceed State Licensing requirements. Our Hours of operation are Monday – Saturday 5:30am – 11:00pm

Lady Di Daycare & Preschool, is an Equal Opportunity Employer. In all our employment practices, including hiring, we are firmly committed to equal opportunity without regard to race, gender, religion, sex, national origin, age, or disability.

Please complete all questions. Incomplete applications may be rejected. Please Print.

Applicant’s Certification:

1. I am able to perform adequately the job duties for which I am applying.
2. I do not have a criminal record. All employees will submit to a Criminal Background Check. I may be terminated if my background check is not in compliance with State or National Child Care Standards.
3. I have never plead guilty or been convicted of a crime.
4. I have never abused, neglected, or deprived a child or adult, or subjected any person to a serious injury as a result of intentional or grossly negligent misconduct.
5. I will comply with all state requirements for initial and continuous employment. I agree to conform to all Lady Di Daycare & Preschool rules, regulations, and policies.

**Personal Information** (Information such as month/day of birth, name, address, and phone numbers may be included on a Staff Roster.)

**Name (Last) (First) (Middle)**

**Telephone Number (Home) (Cellular Phone Number)**

**Current Address (Street) (City/State) (Zip Code)**

**How long have you lived in the State of Michigan? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(Verification of residency may be required)

**Email Address**

**Emergency Contact (Name) (Relationship) (Phone Number)**

Would you be known to any employer, school, or reference under another name? Please list below.

Are you 18 years of age or older? Yes No Please list Only Month/Day of Birth \_\_\_\_\_\_\_\_\_\_

What position are you applying for? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What days of the week are you available?

Monday: \_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_ Tuesday: \_\_\_\_\_\_\_ to \_\_\_\_\_\_\_ Wednesday\_\_\_\_\_\_ to \_\_\_\_\_\_\_

Thursday: \_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_ Friday: \_\_\_\_\_\_\_ to \_\_\_\_\_\_\_ Saturday: \_\_\_\_\_\_ to \_\_\_\_\_\_\_\_

Salary/Wage Desired $\_\_\_\_\_\_\_\_\_\_\_ per \_\_\_\_\_\_\_\_\_\_\_\_.

Do you have children that will attend Lady Di Daycare and Preschool? Yes No

If yes please list their names and ages. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Educational Background**

**High School** (Name) City/State Years

Did you graduate? Yes No

Vocational, College or University (Name) City/State Years

Did you graduate? Yes No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Degree:

Vocational, College or University (Name) City/State Years

Did you graduate? Yes No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Degree:

Please list any other certifications: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Copies of in-service training records & Certifications must be made available upon hire.

In-service Training Hours, CEUs (Number, Areas of study) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Please list the qualities and experience you have pertaining to the care of children. \_\_\_\_\_\_\_\_\_\_\_

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**Employment History** (Beginning with the most recent employer, please include work history for the last five years.)

Employer From (month) (year) To (month) (year)

Employer’s Address (Street) (City/State) (Zip code)

Job Title Supervisor’s Name

 Beginning Salary/Rate $\_\_\_\_\_\_\_\_\_\_ per\_\_\_\_\_\_\_\_ Ending Salary/Rate $\_\_\_\_\_\_\_\_\_ per\_\_\_\_\_\_\_

 Please Summarize the nature of worked performed and job responsibilities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Job Title Supervisor’s Name

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 Please Summarize the nature of worked performed and job responsibilities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Employment History Continued:**

Employer From (month) (year) To (month) (year)

Employer’s Address (Street) (City/State) (Zip code)

Job Title Supervisor’s Name

 Beginning Salary/Rate $\_\_\_\_\_\_\_\_\_\_ per\_\_\_\_\_\_\_\_ Ending Salary/Rate $\_\_\_\_\_\_\_\_\_ per\_\_\_\_\_\_\_

 Please Summarize the nature of worked performed and job responsibilities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Employer’s Address (Street) (City/State) (Zip code)

Job Title Supervisor’s Name

 Beginning Salary/Rate $\_\_\_\_\_\_\_\_\_\_ per\_\_\_\_\_\_\_\_ Ending Salary/Rate $\_\_\_\_\_\_\_\_\_ per\_\_\_\_\_\_\_

 Please Summarize the nature of worked performed and job responsibilities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 Please Summarize the nature of worked performed and job responsibilities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Personal References:** Please only include individuals, who would be willing to provide personal references, and do not include relatives. Please list persons that you have known for at least one year, and can attest to your dependability, reliability, and overall compatibility with the position you have applied for. Upon hire, you will be requested to submit 3 written references with your employment packet.

Name Working Telephone Number Occupation

Address City/State Zip Code

Name Working Telephone Number Occupation

Address City/State Zip Code

Name Working Telephone Number Occupation

Address City/State Zip Code

Name Working Telephone Number Occupation

Address City/State Zip Code

Name Working Telephone Number Occupation

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Name Working Telephone Number Occupation

Address City/State Zip Code

What is your philosophy in education young children? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Why do you wish to be employed with Lady Di Daycare & Preschool? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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I authorize and verify that the entirety of this application is true and understand that any false representation within it is grounds for termination if hired.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: Date:

Notes: (For Office Use Only)

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