



APPLICATION FOR EMPLOYMENT

NAME _____ SS# _____

ADDRESS, CITY, STATE _____ ZIP _____

HOME PHONE _____ CELL _____

E-Mail _____ Month & Day Born ____/____/____

Position applying for: _____ US Citizen? Y or N

Salary Requirement _____ No. of Hours Desired? _____

You may attach a current resume and refer to it in this application.

Education:

Highest Grade Completed? _____ HS Diploma? Y or N

College/University _____ Location _____

Major: _____ Certificate/Degree _____ Date _____

Montessori Certificate _____ Date: _____ Location: _____

List any courses in Development/Care of Children and # of Credits Earned (or attach transcript):

Previous Employment: (Also attach a resume, if available):

List current or most recent employment first. If more spaces are needed, please complete on a supplemental piece of paper.

Employer _____ Supervisor _____

Address _____ Telephone _____

Position _____ Dates of Employment _____

Duties _____

Reason for leaving _____

May we contact this employer? [] no, [] yes – Contact Name: _____

Employer _____ Supervisor _____

Address _____ Telephone _____

Position _____ Dates of Employment _____

Duties _____

Reason for leaving _____

May we contact this employer? [] no, [] yes – Contact Name: _____

References (Business/professional other than former supervisors)

Name _____ Relationship _____ Phone # (circle Daytime or Evening) _____

Name _____ Relationship _____ Phone # (circle Daytime or Evening) _____

Name _____ Relationship _____ Phone # (circle Daytime or Evening) _____

Have you ever been accused of any form of child abuse? Yes _____ No _____ if yes, explain:

Have you ever been convicted of a crime (other than minor traffic offenses)? Yes _____ No _____
If yes, explain: _____

Is there anything that prevents you from performing the essential functions of this job with or without reasonable accommodations? _____

Briefly explain why you want to work for Phoenix Montessori Academy:

Use the space below to describe any additional experience relating to education or group care of children (e.g., volunteer work, internships, Montessori experience, etc.)

Do you have current first aid training and when? _____ CPR _____ (adult or pediatric)

I certify that all answers and statements on this application are true. I have completely set forth my qualifications and experience and I waive the right to present any additional facts at any time in the future during my employment in the event of any review or classification appeal of my employment. I understand that should an investigation disclose willful falsification, my application may be rejected, my name removed from consideration, or if I am employed by the school, the falsification shall be considered sufficient cause for termination. You are hereby authorized to make an investigation of my record with no liability therefore.

Print Name

Signature

Date