

Cuddlebugs Child Development Center, LLC
Employment Application

Position Applied For: _____

Date Available: _____

Full or Part Time: _____

Desired Salary: _____

Personal:

Name: (Last, First Middle)		
Email	Home Phone	Cell Phone
Mailing Address:		
911 Address:		

Are you 18 years or older? Yes _____ No _____ If no, please state age: _____

Do you have any medical condition(s) which may interfere with fulfilling the responsibilities of the position for which you are applying? Yes _____ No _____

If so, please explain:

Have you ever been convicted of a felony, barrier crime, or subject of a founded Child Protective Service complaint? Yes _____ No _____

If yes, please explain:

Employment requires Criminal Background Clearances. Is this acceptable to you?

Yes _____ No _____

In case of emergency, please notify:

Name: _____

Relationship: _____

Address: _____

Phone Number: _____

(Street, City, State, Zip)

DISCLOSURE: Before driving a vehicle to transport children, I realize that I am required to disclose any moving traffic violation that occurred five years prior to our during employment or assignment as a driver.

Signature

Date

Education and Training:

- Name and location of high school: _____
 Highest grade completed: _____ Date of graduation or GED: _____
- Name and location of College/University: _____
 Dates attended: _____ Number of years completed: _____
 Degree(s) earned: _____
- Additional training or certification that would be helpful in evaluating your application:

Experience:

Begin with the current or most recent employment (including military experience). Use additional paper if necessary.

1.	Position:	Dates:	From	To	
	Employer:		Full Time	or	Part Time
	Address:		Phone:		
	Job Duties:		Reason for Leaving:		
	Immediate Supervisor:		Phone:		
	Salary:	May we contact your present employer?		Yes	No

2.	Position:	Dates:	From	To	
	Employer:		Full Time	or	Part Time
	Address:		Phone:		
	Job Duties:		Reason for Leaving:		
	Immediate Supervisor:		Phone:		
	Salary:	May we contact your present employer?		Yes	No

3.	Position:		Dates: From		To
	Employer:			Full Time or Part Time	
	Address:			Phone:	
	Job Duties:		Reason for Leaving:		
	Immediate Supervisor:		Phone:		
	Salary:	May we contact your present employer?		Yes	No

4.	Position:		Dates: From		To
	Employer:			Full Time or Part Time	
	Address:			Phone:	
	Job Duties:		Reason for Leaving:		
	Immediate Supervisor:		Phone:		
	Salary:	May we contact your present employer?		Yes	No

Please describe any volunteer work or other experience related to child care:

References:

1.	Name:		Title:	Relationship:
	Company:		Work Phone Number:	
	Address:		Home Phone Number:	

2.	Name:		Title:	Relationship:
	Company:		Work Phone Number:	
	Address:		Home Phone Number:	

3.	Name:		Title:	Relationship:
	Company:		Work Phone Number:	
	Address:		Home Phone Number:	

I understand that I will be required to submit written information to demonstrate that I possess the education, orientation training, staff development, certification, and experience required by the job position.

I herby certify that the information given in this application is true and complete to the best of my knowledge.

Signature Date

Office Use Only

Date of Interview:	Date of Hire:	Date of Separation:
Position:	Starting Salary:	Ending Salary:

Background Checks:

Sworn Disclosure Signed:	Criminal Record Check: Mailed: Recd':	CP\$ Clearance: Mailed: Recd':
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Required Documentation:

Orientation Completed:	Written information to verify education, certification, and experience required by job position submitted:
TBT results submitted:	

Notes From Interview: