

Teddy Bear College, Inc.

Application for Employment

Date of Application: _____ Phone #: _____ - _____ - _____ Cell #: _____ - _____ - _____

Name: _____ Address: _____

Social Security #: _____ - _____ - _____ Date of Birth: _____ E-mail: _____

AVAILABILITY

Shifts begin at 9:00 a.m. and end at 6:00 p.m.

Monday	Tuesday	Wednesday	Thursday	Friday

EDUCATION RECORD

	Name, City, State	Years Attended	Did You Graduate?
High School			
College			
	Course of Study: _____		
Professional			

CLEARANCES

Criminal Record Check	Child Abuse	FBI Fingerprint	T.B. Test
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Have you ever been convicted of a felony? Yes / No. If yes, explain on the back of this application.

REFERENCES

Give below the names of three persons not related to you whom you have known at least one year.

Name	Address	Phone #	Year Known

Do you know anyone who works or has worked for T.B.C? Yes / No. If yes, who? _____

FORMER EMPLOYERS

List below the last three employers, please start with your present or most recent employer.

May we contact your former employers? Yes _____ No _____

Employer No. 1: (most recent) _____ Job description: _____
Address: _____ Phone #: _____
Employed from: _____ to _____ Supervisor: _____
Rate of pay: _____ Start pay: _____ Final pay: _____
Still holding this position: Yes / No. If no, reason for leaving _____

Employer No. 2: _____ Job description: _____
Address: _____ Phone #: _____
Employed from: _____ to _____ Supervisor: _____
Rate of pay: _____ Start pay: _____ Final pay: _____
Still holding this position: Yes / No. If no, reason for leaving _____

Employer No. 3: _____ Job description: _____
Address: _____ Phone #: _____
Employed from: _____ to _____ Supervisor: _____
Rate of pay: _____ Start pay: _____ Final pay: _____
Still holding this position: Yes / No. If no, reason for leaving _____

QUESTIONNAIRE

What are your future goals?

How can Teddy Bear College benefit from having you as a part of their staff?

What are three indicators of excellence you would look for in an Early Childhood program?

I hereby verify that the information provided is true, complete and accurate. I agree that T.B.C. may investigate all of the statements made on this application form and that any misrepresentation or omission is cause for dismissal.

I understand that T.B.C. may review references, credit files, and criminal records as part of the employment process.

I understand that no employee manager or other agent of T.B.C. has the authority to enter into an agreement for employment for any specified period of time unless such an agreement is in writing and signed by the owner of T.B.C. I further understand that in the absence if such and agreement, employment can be terminated at the sole description of the company or employee at any time.

Signature _____ Date _____