



# Etz Chaim Preschool

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## Application for Employment

For Internal Use Only
Date: _____
Position Desired: _____
Date Available: _____
Interviewed By: _____

Full Name \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

(Circle One)

Are you a citizen of the United States? YES NO

If you are not a US citizen, do you have a VISA to work in the US? YES NO

If yes, what kind of VISA classification do you have? \_\_\_\_\_

VISA Registration Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Has bond or security clearance ever been denied or canceled? YES NO

If yes, please explain:  
\_\_\_\_\_  
\_\_\_\_\_

Do you have a criminal record YES NO

If yes, please explain:  
\_\_\_\_\_

Do you have a valid drivers license? YES NO

If yes give license number and expiration date \_\_\_\_\_

Have you had CPR training within the past three years? YES NO

If yes, give the expiration \_\_\_\_\_

**CURRENT POSITION**

Where you are now employed? \_\_\_\_\_

Position \_\_\_\_\_ # of years at present position \_\_\_\_\_

Reasons for leaving \_\_\_\_\_

**EDUCATION (Attach documentation of qualifying education)**

	Place	Dates	Diploma, Certificate, Degree
Elementary			
Middle			
Secondary			
College			
Other			

**PROFESSIONAL QUALIFICATIONS**

Do you have a degree in Education? \_\_\_\_\_ Which area? \_\_\_\_\_

Do you hold a valid Georgia State Certification? \_\_\_\_\_

In which area?

Early Childhood \_\_\_\_\_ Special Education \_\_\_\_\_ Elementary \_\_\_\_\_ Other \_\_\_\_\_

Are you certified in another state? \_\_\_\_\_ List the state or Country and the areas of certification

Are you licensed by the National Licensing Board of the Jewish Education Services of North

America? \_\_\_\_\_ Specialty areas: \_\_\_\_\_

**EXPERIENCE (teaching in a Religious School)**

(List the grade and give a brief description of the subject areas you taught.)

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Have you ever been shown by credible evidence, e.g., a court order or jury, a department's investigation or other reliable evidence to have abused, neglected, or deprived a child or adult or to subjected any person to serious injury as a result of intentional or grossly negligent misconduct? YES NO

Under the American with Disabilities Act of 1991, this program is required to reasonably accommodate individuals with a disability. The reasonable accommodation requirement applies to the application process, any pre-employment testing, interviews and actual employment, but only if the program supervisor is made aware that an accommodation is required. If you are disabled and require accommodation, you may request it at any time during the interview process. You are obligated to inform the program director of your needs if it will impact your ability to per form the job for which you are applying.

Having read the job description for the position for which you are applying, are you in all respects able to adequately perform the duties as described? YES NO  
If no explain: \_\_\_\_\_

**REFERENCES**

Please give two references, including School Directors, Principals, and/or teachers under whom you have taught. In addition, list at least one character reference.

Name	Address	Position	Phone
_____	_____	_____	_____
_____	_____	_____	_____

I certify that I have not made any false statements on this application regarding my qualifications.

Signature \_\_\_\_\_ Date \_\_\_\_\_

# 10-YEAR EMPLOYMENT HISTORY

Social Security Number \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Record of Employment: Past 10 years  
 (If unemployed between 2 jobs/dates, write "no work". Leave no gaps)

Month/Day/Year	Name and address of Employer	Position	Reason for leaving
From _____ To _____			
From _____ To _____			
From _____ To _____			
From _____ To _____			
From _____ To _____			
From _____ To _____			
From _____ To _____			
From _____ To _____			
From _____ To _____			
From _____ To _____			
From _____ To _____			
From _____ To _____			