

Learning Ladder Application for Employment

Name _____ Date _____

Address _____

Phone Numbers _____

Email Address _____

Drivers License _____

Birthdate(optional) _____ Salary Desired _____

Full-time Part-time Other _____ Date available to begin work _____

Days and Times available to work

	Monday	Tuesday	Wednesday	Thursday	Friday
Hours					
Available					

Are you a member of The Registry _____ What Level? _____

Education

School

Dates attended

Major

List any childcare courses taken

Past Employment

(List most recent first)

Are you currently employed? _____ May we contact your current employer? _____

Employer _____

Address _____

Supervisor's Name _____ Phone Number _____

Position and Duties _____

Dates worked _____ to _____ Salary upon Leaving _____

Reason for Leaving _____

Employer _____

Address _____

Supervisor's Name _____ Phone Number _____

Position and Duties _____

Dates worked _____ to _____ Salary upon Leaving _____

Reason for Leaving _____

Employer _____

Address _____

Supervisor's Name _____ Phone Number _____

Position and Duties _____

Dates worked _____ to _____ Salary upon Leaving _____

Reason for Leaving _____

References

Please list at least three people (not family members or past employers) whom you have known at least one year who could attest to your work ethic and interactions with children.

Name _____ Phone Number _____

Relationship to you _____

Name _____ Phone Number _____

Relationship to you _____

Name _____ Phone Number _____

Relationship to you _____

Tell Us a Little About Yourself

Feel free to use the back or another sheet of paper

Why do you want to work in childcare?

What are your goals for the next 5 years?

Describe a typical classroom and what it consists of.

What do you think is the most important life skill to teach the children in your care and how will you do it?

List any courses, volunteer work, hobbies, talents or interests that would relate to the position that you are applying for.

Are you willing to attend monthly staff meetings and yearly in-service training?

What do you think your best qualities are and what motivates you to put forth your greatest efforts?

What is your philosophy of behavior guidance?

Describe a positive experience with children. Tell us what happened and what you think you did to make it positive.

What age group do you prefer to work with?

Is there any age group that you would absolutely not want to work with?

Do you have children of your own and if so what are their ages?

How would you describe your general health and are there any physical or personal limitations for the type of work you are applying for?

What is the date of your last physical exam?

Have you ever been convicted of a felony?

Do you have a valid driver's license?

General Information

In compliance with state requirements, no person shall be hired or retained as a staff member, paid or volunteer, who:

- a. Has been convicted of, admitted to, or been the subject of substantial evidence of an act of child battering, child abuse, or child molesting.
- b. Uses alcohol or drugs such that its effects are apparent during working hours that children are in care.
- c. Has been convicted of or admitted to any felony or any offense involving moral values.
- d. Is not in compliance with any other state regulation or requirement.

Pledge

I am aware that a background study will be performed; as required by law before I can be hired.

I authorize investigation of all statements contained in this application.

I understand that misrepresentation or an omission of facts is a cause for immediate dismissal.

All information provided is true and accurate to the best of my knowledge.

In the event of my employment with Learning Ladder, I agree to comply with all the rules and regulations as stated in the employee policy manual. In the event I should terminate my employment, I agree to file my resignation two weeks prior to the date that it will be effective. I understand that the first three months of my employment are probationary and if my services have not proved satisfactory, my employment may be discontinued without notice or prejudice.

Affirmative Action Policy

Linda K's, Inc. is committed to providing equal employment opportunity to all terms, conditions, or privileges of employment, including but not limited to; recruitment, certifications, selection, job assignments, working conditions, fringe benefits, compensation, training, transfer, layoffs, disciplinary actions, termination's and promotions. It is the policy of Linda K's, Inc. to promote fair and equitable treatment of all employees, and to comply with federal and state legislation. Linda K's Inc. does not discriminate in employment on the basis of age, race, color, gender, sexual orientation, creed, religion, class, handicap, national origin, or ancestry. Harassment by supervisors or co-workers in employment or service delivery on the basis of race, color, gender, national origin, age, handicap, sexual orientation, or any other protected status is an unlawful employment practice prohibited by Linda K's, Inc. Harassment is defined as verbal or physical conduct interfering with an individual's work performance or creating an intimidation, hostile, or offensive working environment. Sexual harassment includes unwanted sexual advances, requests for sexual favors, and other verbal and physical conduct of a sexual nature. Harassment based on race or national origin includes ethnic or racial slurs and other verbal or physical conduct related to a person's race or national origin.

Applicant Signature _____ Date _____