

**EMPLOYMENT APPLICATION**

*Lifeline Child Care Center*

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This type of application should be completed by all who seek any position that will involve the supervision and or custody of children or youth.

Name: \_\_\_\_\_  
                    Last                    First                    Middle                    Social Security Number

Physical Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age \_\_\_\_\_

Position Applied For: \_\_\_\_\_

Date you are available to start: \_\_\_\_\_

**Qualifications:**

Academic achievements: (School attended, degrees earned, dates of completion)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Continuing education completed: (Courses taken, dates of completion)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Professional organizations: (List any in which you have membership)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

First Aid Training? (yes, no)      Date Completed: \_\_\_\_\_

CPR Training? (yes, no)      Date Completed: \_\_\_\_\_

**Previous Work Experience:** Please list your previous employers from the past five years. Include the job title, a description of position duties and responsibilities, the name of the company employer, the address of the company employer, the name of your immediate supervisor, and the duties you were employed in each position.

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**Previous Volunteer Experience:** Please list any relevant volunteer positions you have held and list the duties you performed in each position, name of your supervisor, the address and phone number of the volunteer organization, and the dates of your volunteer service.

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Have you ever been convicted of or pled guilty to a crime, either a misdemeanor or a felony (including but not limited to drug-related charges, child abuse, other crimes of violence, theft, or motor vehicle violations)? (Yes, No)  
If yes, please explain:

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References: Please list three individuals who are not related to you by blood or marriage as references. Please list people who have known you for at least three years.

Name: _____	
Address: _____	
_____	
_____	
Daytime Phone: _____	Evening Phone: _____
Length of time known reference: _____	
Relationship to reference: _____	
Name: _____	
Address: _____	
_____	
_____	
Daytime Phone: _____	Evening Phone: _____
Length of time known reference: _____	
Relationship to reference: _____	
Name: _____	
Address: _____	
_____	
_____	
Daytime Phone: _____	Evening Phone: _____
Length of time known reference: _____	
Relationship to reference: _____	

**Waiver and Consent:**

I, \_\_\_\_\_, hereby certify that the information I have provided on this application for employment is true and correct. I authorize this church to verify the information I have provided on this application by contacting the references and employers I have listed, by conducting a criminal records check, or by other means, including contacting others whom I have not listed. I authorize the references and employers listed in this application to give you whatever information they may have regarding my character and fitness for the job for which I have applied. Furthermore, I waive any rights I may have to confidentiality.

In the event that my application is accepted and I become employed by Lifeline Child Care Center, I agree to abide by and be bound by the policies of both Lifeline Child Care Center and Princeton Church of God and to refrain from inappropriate conduct in the performance of my duties on behalf of Lifeline Child Care Center.

I have read this waiver and the entire application, and am fully aware of its contents. I sign this consent freely and under no duress or coercion.

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Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

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Witness \_\_\_\_\_ Date \_\_\_\_\_

**Give this application to the Care Center Secretary.**