



## EMPLOYMENT APPLICATION

Please complete *ALL* blanks on both sides of this page. Please *PRINT* your answers.

### PERSONAL INFORMATION

Full Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_  
(LAST) (FIRST) (MIDDLE)

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

Are you a citizen of the United States? Yes \_\_\_\_\_ No \_\_\_\_\_ If not, do you have work papers? \_\_\_\_\_

Have you ever served in the United States military? \_\_\_\_\_ Branch / discharge status: \_\_\_\_\_

Have you ever been convicted of a crime? \_\_\_\_\_ Date / Nature of conviction: \_\_\_\_\_

Have you ever been restricted from interaction with or employment related to children? \_\_\_\_\_

Are you currently subject to any restrictive covenant, confidentiality agreement or similar contract? \_\_\_\_\_

### POSITION INFORMATION

Position Applied For: \_\_\_\_\_ Desired Wage: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

Have you ever worked for The Children's Center at Carolina Park, LLC before? \_\_\_\_\_

If so, when? \_\_\_\_\_ What positions did you work? \_\_\_\_\_

Reason for Leaving? \_\_\_\_\_

### EDUCATION (Please give the name and location of each school.)

High School: \_\_\_\_\_ Did you graduate? \_\_\_\_\_ GED? \_\_\_\_\_

Business/Trade School: \_\_\_\_\_ Area of Study: \_\_\_\_\_ Years? \_\_\_\_\_

College: \_\_\_\_\_ Area of Study: \_\_\_\_\_ Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Area of Study: \_\_\_\_\_ Degree: \_\_\_\_\_

### REFERENCES (Please list three people by whom you have not been employed.)

Name	Relationship and Years Known	Phone Number
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

**PREVIOUS EMPLOYMENT** (List most recent job first.)

Company: _____	Address: _____
Supervisor: _____	Type of Business: _____
Dates of Employment: _____	Position(s) Held: _____
Ending Salary: _____	Reason for Leaving: _____
Company: _____	Address: _____
Supervisor: _____	Type of Business: _____
Dates of Employment: _____	Position(s) Held: _____
Ending Salary: _____	Reason for Leaving: _____
Company: _____	Address: _____
Supervisor: _____	Type of Business: _____
Dates of Employment: _____	Position(s) Held: _____
Ending Salary: _____	Reason for Leaving: _____

Summarize your special skills or qualifications: \_\_\_\_\_

**Please read this next section carefully. By signing this application you are saying that you that you understand and agree with each item below.**

- The Children’s Center at Carolina Park, LLC (“The Center”) is committed to providing a drug-free workplace for all employees. Following a conditional offer of work, a pre-employment drug screening analysis may be performed. I hereby acknowledge that the results of that analysis may be grounds for rescission of the offer of employment.
- I hereby authorize The Center to make such investigations & inquiries of my personal, employment, educational, financial & credit, or medical history & other related matters as may be useful or required by law for an employment decision. I hereby authorize & direct all my employers, schools, healthcare providers, & other persons or entities to provide to The Center any & all information requested by The Center as a part of its employment decision, & **do hereby release** said employers, schools, healthcare providers, financial institutions, credit agencies, & other persons or entities from all liability in responding to inquiries in connection with my application.
- I understand & hereby agree that as a condition of initial & continued employment, if any is offered, I must truthfully & fully complete & comply with all requirements & forms specified by any federal, state, local or other governmental agency or applicable professional association.
- I understand that my employment, if any is offered, is for no specific length time and is therefore an **employment-at-will**. This means that, if I am offered employment with The Center, I am free to resign from my employment with it at any time. Similarly, The Center may terminate me at any time, for any reason not prohibited by law, with or without notice or cause.
- I certify that my answers are true & complete to the best of my knowledge. In the event I am employed, I understand that any false or misleading information given in my application or interview(s) shall be grounds for dismissal.
- I hereby acknowledge that acceptance by The Center of this application shall not constitute the representation of The Center that any job is available and shall not be deemed an offer or guarantee of employment by The Center.
- I understand that in order to be considered for a job with The Center beyond the date this application is submitted to The Center, a new application may be required.

**I have completed this application completely and truthfully. I have read all of the statements carefully and agree with each of the statements and permissions above.**

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

**The Children’s Center at Carolina Park, LLC IS AN EQUAL OPPORTUNITY EMPLOYER**