

New Hope Church School

Employment Application

Name: _____

Phone Number: _____

Mailing Address: _____

Email Address: _____

Position(s) Applying For: _____

Are you 18 yrs or older? _____ Are you 21 yrs or older? _____

You may attach a resume in place of pages 1 & 2 of this application. Be sure to include the requested information and fill out page 3 in full.

EDUCATION

Elementary or High School (circle years completed):

1 2 3 4 5 6 7 8 9 10 11 12

Did you graduate from High School? _____

Did you receive a G.E.D.? _____

Name of High School: _____

	Name & Location of School	Dates Attended	Degree Type & Year	Major Field of Study
College or University				
College or University				
Technical or Vocational				
Technical or Vocational				

(Use additional paper if needed)

Describe any other relevant training you have.

Date	Location	Organization/Training

List current professional licenses, certificates, or memberships in professional organizations.

Are you willing to participate in continuing education and training for this position? _____

Do you have a driver's license? _____

If yes, please list state and license number _____

EMPLOYMENT AND EXPERIENCE

List all positions held in the last 10 years, beginning with the most recent. You may attach a resume instead. If you provide this information in resume format, be sure to include the information listed below. If you were not employed, list your whereabouts for the last 2 yrs.

Dates	Position	Job Duties	Employer	Location

(Use additional paper if needed.)

Describe any duties of your positions that are relevant to child care or adult care, including direct caregiving, supervision of child or adult care personnel or programs, management or administration.

Describe any other relevant experience or skills you have. Include volunteer work. Give details, location, supervisor, etc.

