

Ivey Child Development Center

17120 Jefferson Davis Highway, Colonial Heights, VA 23834

(804) 526-6544

Employment Application

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, creed, color, age, sex, religion or national origin.

Personal Information Date _____

Full Name _____

Street Address _____

City, State, Zip _____

Home Phone _____ Daytime Phone _____

Social Security Number _____ U.S. Citizen YES NO

Employment Desired Position _____ Date you can start _____

If a permanent position is not available immediately, would you be willing to substitute for our regular staff members? YES NO

Formal Education

Education	Name of School	Location of School	# of years completed	Graduate Yes/no
Grammar School				
High School				
Trade or Business School				
College				

Subjects of study related to Early Childhood Education _____

Special Interest or Hobbies _____

Would you be willing to continue your education by enrolling in college courses and other training programs that may be recommended? YES NO

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Former Employers –WE WILL CONTACT FOR REFERENCE

Start Date	End Date	Employer Address Phone Number	Supervisor	Salary	Position	Reason for leaving

Personal References –MUST HAVE 3

Name Address Phone	Years Known	What is your relationship?

Physical / Medical Information

Do you have any physical condition that may limit your ability to perform the job for which you have applied? ____ YES ____ NO

If so please explain: _____

Medical Conditions / Allergies: _____

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Emergency Contact

Name _____ Phone _____

Address _____

Have you ever been convicted of a felony misdemeanor or are you the subject of any pending charges? _____ YES _____ NO If yes, please explain: _____

Additional Remark

I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for this is cause for dismissal. Further, I understand and agree that my employment is for no definite period and may regardless of the date or performance of my wages and salary be determined without any prior notice.

Signature: _____ Date _____
