



EMPLOYMENT APPLICATION

Applicant Information

Position Applying For: _____ Date: _____

Full Name: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email: _____

Hours of availability: _____

Do you have your 45 hours/CDA: YES NO Desired Salary: _____
YES NO YES NO

Are you a citizen of the United States? If no, are you authorized to work in the U.S?
YES NO

Have you ever worked for this company? If yes, when? _____
YES NO

Have you ever been convicted of a felony?
If yes, explain: _____

Education

High School: _____ Address: _____
From _____ To _____ Did you graduate? Yes No Diploma _____

College: _____ Address: _____
From _____ To _____ Did you graduate? Yes No Degree _____

Other: _____ Address: _____
From _____ To _____ Did you graduate? Yes No Degree _____



References

Please list 3 professional references.

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment

Company _____ Phone _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous employer? Yes No

Company _____ Phone _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous employer? Yes No

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous employer? Yes No

Military Service

Branch: _____ From: _____ To: _____
Rank at Discharge: _____ Type of Discharge: _____
If other than honorable, explain: _____

Disclaimer and Signature

***I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview
may result in my release.***

Signature: _____ Date: _____



‘Thank you for submitting your application to Nova Child Learning Academy.’