

ZOE ACADEMY CHILDCARE CENTER

JOB APPLICATION

Zoe Child Care Center is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Should an applicant need reasonable accommodation in the application process, he or she should contact a company representative.

Please fill out all of the sections below to be considered for employment:

APPLICANT INFORMATION

Date of Application: _____

Applicant Name: _____

Address: _____

City, State and Zip Code: _____

Telephone Number: _____

Email Address: _____

Driver's License Number & State of Issue: _____

Please list any place other than MN that you have lived in over the past 5 years:

EMPLOYMENT POSITION

Position(s) Applying For: _____

How did you hear about this position? _____

What days are you available for work? _____

If needed, are you available to work overtime? _____

On what date can you start working if hired? _____

Do you have reliable transportation to and from work? _____

Salary Desired: _____

zochildcarecenter.com

6345 Xerxes Ave S. Richfield, MN 55423

Main Office (612) 823-6822



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PERSONAL INFORMATION

Do you have any friends, relatives, or acquaintances working for Zoe Child Care Center?

YES

NO

If "YES," please state name and relationship:

Are you 18 years of age or older?

YES

NO

Are you a U.S. Citizen or approved to work in the United States?

YES

NO

What document(s) can you provide as proof of legal status?

Do you have any condition which would require job accommodations?

YES

NO

If "YES," please describe accommodations required below:

Note: Zoe Child Care Center complies with the ADA and considers reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions.

Have you ever been convicted of a criminal offense (felony or misdemeanor)?

YES

NO

If "YES," please state the nature of the crime(s), when and where convicted and disposition of the case:

Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the vent, and the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.

JOB SKILLS/QUALIFICATIONS

Please list below the skills and qualifications you possess for the position(s) for which you are applying:

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EDUCATION AND TRAINING

Highschool			
Name	Location (City, State)	Year Graduated	Degree Earned
_____	_____	_____	_____
College/University			
Name	Location (City, State)	Year Graduated	Degree Earned
_____	_____	_____	_____
Vocational School/Specialized Training			
Name	Location (City, State)	Year Graduated	Degree Earned
_____	_____	_____	_____

MILITARY

Are you a member of the Armed Services? YES NO

What branch of the military did you enlist? _____

How many years did you serve in the military? _____

PREVIOUS EMPLOYMENT

Employer Name: _____

Job Title: _____

Supervisor Name: _____

Employer Address: _____

City, State and Zip Code: _____

Employer Telephone: _____

Dates Employed: _____

Reason for Leaving: _____

Employer Name: _____

Job Title: _____

Supervisor Name: _____

Employer Address: _____

City, State and Zip Code: _____

Employer Telephone: _____



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Dates Employed: _____

Reason for Leaving: _____

Employer Name: _____

Job Title: _____

Supervisor Name: _____

Employer Address: _____

City, State and Zip Code: _____

Employer Telephone: _____

Dates Employed: _____

Reason for Leaving: _____

REFERENCES

Please provide 3 personal and professional references below:

Reference Name	Contact Phone Number
_____	_____
_____	_____
_____	_____

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