



JOB APPLICATION QUALIFICATION LIST

Name: _____

The following items are required when you are hired for any position. They must be completed before employment begins.

- Pr-Employment Medical
- Fingerprints (Cost of \$55.00)
- Notarized Release of Information-Child Care

Once you are hired you will need to set up an appointment with Karen to complete additional paperwork. Please submit a copy of the following items that pertain to the position you are applying for.

- Driver's License
- Social Security Card or Birth Certificate
- 90 Hour Senior Staff Certificate
- 45 Hour School Age Certificate
- 45 Hour Infant and Toddler Certificate
- High School Diploma
- College Transcripts
- CPR Certification
- First Aid Certification
- Lifeguard Certification
- Pool Operator Certification
- Work Experience Verification
- Driving Record

White Marsh CHILD CARE

APPLICATION FOR EMPLOYMENT

White Marsh Child Care provides equal employment opportunities for employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, veteran status, marital status, or other prohibited characteristics in accordance with applicable federal, state, and local laws.

Personal Data:

Last Name: _____ First Name: _____

Social Security Number: _____ - _____ - _____ Today's Date: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

Employment Information:

Which position are you applying for? _____

Wage desired: _____

How did you hear about this opportunity: _____

Are you legally eligible for employment in the United States? _____

Type of employment desired? Full-Time Part-Time

Are you currently employed? _____

Have you ever been convicted of a crime which has not been annulled, expunged,
or sealed by Court? YES NO

If you answered "YES" to the question above, please describe in full: _____

Please note: A "YES" answer to the above question will not necessarily prevent employment.
We will consider the relevant circumstances,

Education and Training:

High School (name): _____ Graduation Year: _____

College (name): _____ Graduation Year: _____

Graduate School:(name) _____ Graduation Year: _____

Special Training: _____

Work Experience: (Please start with your most recent employer)

Employer: _____ Dates of Employment: _____

Address: _____

Phone Number: _____ Supervisor: _____

Job Title: _____ May we contact? YES NO

Duties: _____

Last Pay of Rate: _____ Reason for Leaving: _____

Work Experience: (Please start with your most recent employer)

Employer: _____ Dates of Employment: _____

Address: _____

Phone Number: _____ Supervisor: _____

Job Title: _____ May we contact? YES NO

Duties: _____

Last Pay of Rate: _____ Reason for Leaving: _____

Work Experience: (Please start with your most recent employer)

Employer: _____ Dates of Employment: _____

Address: _____

Phone Number: _____ Supervisor: _____

Job Title: _____ May we contact? YES NO

Duties: _____

Last Pay of Rate: _____ Reason for Leaving: _____

Work Experience: (Please start with your most recent employer)

Employer: _____ Dates of Employment: _____

Address: _____

Phone Number: _____ Supervisor: _____

Job Title: _____ May we contact? YES NO

Duties: _____

Last Pay of Rate: _____ Reason for Leaving: _____

White Marsh CHILD CARE

Under Maryland State Law an employer may not require or demand any applicant for employment or prospective employment or any employee to submit to or take a polygraph, lie detector or similar test or examination as a consideration of employment or continued employment.

Applicants Name

Date

The information I have provided on this application is true and complete to the best of my knowledge. I understand that any misrepresentation or omission of any fact in my application, resume, or any other material, or during my interview(s), can be justification of refusal of employment, or if employed, termination.

In processing my application for employment, the company may verify all information for this purpose concerning my prior employment, military record, education, character, general reputation, personal characteristics, criminal record, and mode of living. I will be informed whether an investigative consumer report was requested and be given full information as to the nature of the scope of the investigation in compliance with applicable laws.

I authorize and request that all of my present and former employees I have listed furnish information about my employment record, work performance, abilities, and other qualities pertinent to my qualifications for employment, hereby releasing them from any and all liability for damages arising from furnishing the requested information.

I understand that if I become employed by White Marsh Child Care Center, my employment is voluntary and at-will. Accordingly, either White Marsh Child Care Center or I can terminate the employment relationship at-will, with or without cause, at any time.

Applicants Signature

Date