

St. Mark Early Learning Center

Get your TLC at the ELC

Employment Application

Date of Application: _____ Date of Interview: _____ Date Hired: _____
Position: _____ email address: _____

Name: _____ Date of birth: _____
Address: street: _____
City: _____ State: _____ Zip: _____
Drivers License #: _____ Expiration date of Drivers License: _____ Social Security: _____
Telephone number: (home) _____ (cell) _____

Education:	School/Institution	dates attended	Diploma/Degree/Certificate	Graduate?
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High school: _____

College: _____

Graduate: _____

Other: _____

Employment history: list in order beginning with your most recent employment for the last 15 yrs.

Employer	Employer phone #	position/job	dates worked	reason for leaving
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

References: List 3 persons not related to you by blood, marriage or adoption to be contacted as references. At least one must be a former employer. Addresses & phone numbers must be complete and accurate:

Name of former employer: _____

Address: _____

Telephone: () _____ **cell:** () _____

Email address: _____

Name: _____

Address: _____

Telephone: () _____ **cell:** () _____

Email address: _____

Name: _____

Address: _____

Telephone: () _____ **cell:** () _____

Email address: _____

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Criminal History Background Information Checks:

In Accordance with Alabama law, (Code of Alabama 1975, title 38, Chapter 13, effective November 1, 2000), the criminal history background information check shall be completed on each substitute, caregiver, volunteer, teacher, and domestic worker, as well as any other person who has contact with the children or unsupervised access to the children shall be reviewed.

You must complete a Mandatory Criminal History Notice Form and a Criminal History Information Consent and Release Form. If you have had a criminal history check done by DHR or previous employment within the last two years, please present it upon filling out this application.

Current criminal charges: Are there any current criminal charges against you? _____

If yes, details: _____
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Describe your spiritual life: _____

Why do you want employment with St. Mark ELC? _____

Explain your philosophy of teaching to children: _____

Additional educational courses, civic activities or church related activities or groups you are involved in or volunteer in:

Please attach resume if you have one. We will need a copy of your drivers license.

By signing this form, I am affirming that the above statements I have made are true and factual to the best of my knowledge; and I am granting permission for all persons, organizations, or agencies listed above to be contacted for information regarding my background.

Signature

Date

(notes by interviewer) _____

