

Heppner Day Care, Inc. 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.

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Mailing if different

City State Zip Code

Phone: _____ Email: _____

Position Applying for: _____

Date Available to Start: _____

How did you hear about the position? _____

Are you a U.S. Citizen? _____ YES _____ NO

If no, are you authorized to work in the U.S.? _____ YES _____ NO

Have you ever worked for Heppner Day Care, Inc.? _____ YES _____ NO

If yes, when? _____

Have you ever been convicted of a felony? _____ YES _____ NO

If yes, explain: _____

Education and Training

High School: _____ **Location (City, State):** _____

Years attended: _____ Degree Earned: _____

College/University: _____ **Location (City, State):** _____

Years attended: _____ Degree Earned: _____

College/University: _____ **Location (City, State):** _____

Years attended: _____ Degree Earned: _____

Other: _____ **Location (City, State):** _____

Years attended: _____ Degree Earned: _____

Please list the skills and qualifications you possess to qualify you for the position you are applying for: _____

References

Please list two professional references

Name: _____ Relationship: _____

Company Name and Address: _____

Phone: _____ Email: _____

Name: _____ Relationship: _____

Company Name and Address: _____

Phone: _____ Email: _____

Previous Employment

Employer Name: _____

Phone Number: _____ Supervisor's Name: _____

Address: _____

Job Title: _____

Duties and Responsibilities: _____

Dates Employed: _____ to _____ Reason for leaving: _____

May we contact? YES NO

Employer Name: _____

Phone Number: _____ Supervisor's Name: _____

Address: _____

Job Title: _____

Duties and Responsibilities: _____

Dates Employed: _____ to _____ Reason for leaving: _____

May we contact? YES NO

Employer Name: _____

Phone Number: _____ Supervisor's Name: _____

Address: _____

Job Title: _____

Duties and Responsibilities: _____

Dates Employed: _____ to _____ Reason for leaving: _____

May we contact? YES NO

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: _____