

ST. ANDREW'S PRESBYTERIAN CHILDREN'S PLACE

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION:

Today's Date _____

_____ Last Name	_____ First Name	_____ Middle Initial	_____ Social Security #
_____ Address	_____ City, State	_____ Zip	_____ Telephone

EDUCATION:

Name of High School _____ Location _____

Grades Completed _____ Graduate? _____ GED? _____ Year _____

College(s) Attended & Location (Attach transcripts if available)	Dates Attended	# Hours Completed	Grade Point Average	Degree(s) Earned
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

List any specific courses, major/minor areas of study or extracurricular activities which you feel have prepared you for work with young children.

List any additional training or vocational courses you have completed or professional certificates you may have.

RECORD OF PREVIOUS EMPLOYMENT:

Please complete the following information on your last three positions of employment, beginning with the most recent first.

_____ Employer	_____ City, State	_____ Supervisor's Name	_____ Telephone
-------------------	----------------------	----------------------------	--------------------

_____ Position Held	_____ Hourly Rate/Salary	_____ Dates of Employment	_____ Reason for Leaving
------------------------	-----------------------------	------------------------------	-----------------------------

_____ Employer	_____ City, State	_____ Supervisor's Name	_____ Telephone
-------------------	----------------------	----------------------------	--------------------

_____ Position Held	_____ Hourly Rate/Salary	_____ Dates of Employment	_____ Reason for Leaving
------------------------	-----------------------------	------------------------------	-----------------------------

What do you feel is most important in dealing with parents and staff? _____

What is your philosophy of early childhood education?

I certify that answers given by me on this application are true and complete to the best of my knowledge. I authorize the investigation of all statements contained in this application as may be necessary in arriving at an employment decision. I consent to the disclosure of any and all information about me by any prior employer, schools or references. Any misleading or inaccurate information given in this application or interview will result in my not being considered for employment and/or termination of employment from St. Andrew's Presbyterian Church if I have been employed.

Prior to commencing employment with St. Andrew's, I understand that I must provide verification of my identity, education and authorization to work in the United States of America according to the provisions of the Immigration Reform and Control Act.

I certify that I have never been convicted of (1) a felony or misdemeanor classified as an offense against the person or family; (2) a felony or misdemeanor classified as public indecency; or (3) a felony violation of any law intended to control the possession or distribution of any substance included as a controlled substance under the Texas Controlled Substance Act. In addition, I have never been convicted or placed on deferred adjudication for any felony or misdemeanor and there are no pending criminal charges against me.

If I am employed by St. Andrew's Presbyterian Church, I agree to abide by all rules and policies of St. Andrew's and all applicable rules and regulations of governing state agencies. If hired, I understand my employment may be subject to an employment contract and that this application is not a contract of employment.

Signature of Applicant

Date

8/03

St. Andrew's Presbyterian Children's Place in Houston, Texas, will recruit, hire, train and promote qualified persons in all job classifications without regard to race, color, creed, sex, age, national origin, or disabilities.