

Position Desired

Position Desired: _____

Are you seeking _____ Full-time (or) _____ Part-time?

Can you work any shift? _____ Yes _____ No Only from _____ to _____

Please note that this is a year-round school, and you will be expected to work summers.

Do you prefer a certain age group of children?

Please rank age groups 1-5, one being most preferred.

_____ Infants _____ 1's _____ 2's _____ 3's _____ 4's

Do you have any special skills, training, or experience which may help you qualify for the position? _____

What three responsibilities do you see as the most important for the position?

1. _____
2. _____
3. _____

What is your favorite children's book? _____

Have you ever worked for FCCPS before? _____ Yes _____ No If yes, when _____

Have you ever applied here before? _____ Yes _____ No If yes, when _____

Do you have any relatives already employed at FCCPS? _____ Yes _____ No

Name: _____

Do you have dependable transportation? _____ Yes _____ No

Do you have a current CPR and First Aid Card? _____ Yes _____ No Expiration Date: _____

I do realize that this is a Bible based and Christian environment? _____ Yes _____ No

Can you perform the job requirement (*with or without reasonable accommodations*)? _____

Once you receive a FCCPS Handbook. Will you abide by the handbook? _____ Yes _____ No

Do you have any questions about your job requirements or description? _____ Yes _____ No

Do you attend Family Christian Center? _____ Yes _____ No

If not, where do you attend? _____

What activities do you attend or participate in at your church? _____

Have you ever been charged, arrested or convicted of a felony or misdemeanor? Yes No

If yes, give a short explanation of incident on a separate sheet of paper. Please indicate the date, nature and place of the incident the disposition of the allegations, and your employer at the time. Including your employer's name, address and telephone number. (An affirmative answer does not automatically eliminate you from consideration).

Have you ever terminated your employment or had your employment terminate or has your employer ever reprimanded you for reasons relating to allegations of physical or sexual abuse or sexual harassment by you? Yes No

If yes, give a short explanation of incident on a separate sheet of paper. Please indicate the date, nature and place of the incident the disposition of the allegations, and your employer at the time. Including your employer's name, address and telephone number. (An affirmative answer does not automatically eliminate you from consideration).

Have you ever been accused, disciplined or terminated from employment (either through dismissal or resignation) for reason(s) related to an allegation or theft or mishandling of monies or company property? Yes No

If yes, give a short explanation of incident on a separate sheet of paper. Please indicate the date, nature and place of the incident the disposition of the allegations, and your employer at the time. Including your employer's name, address and telephone number. (An affirmative answer does not automatically eliminate you from consideration).

Has anyone ever brought or threatened to bring a civil or criminal claim against you alleging physical or sexual abuse or sexual harassment by you? Yes No

If yes, give a short explanation of incident on a separate sheet of paper. Please indicate the date, nature and place of the incident the disposition of the allegations, and your employer at the time. Including your employer's name, address and telephone number. (An affirmative answer does not automatically eliminate you from consideration).

Employee Probation Period

I _____ understand that beginning on my hire date of _____ I am automatically under a 90 day probation period and understand that during this time a 30 day or a 60 day review may be called by my pastor or supervisor. I understand my beginning wage is \$ _____ hr.

If hired, you must have the following by your start date:

1. *All Paperwork completed and notarized.*
2. *Enrolled in or completed 45-hour state classes*
3. *Enrolled in CPR and First Aid*
4. *Copy or Driver's License and Social Security Card*
5. *Fingerprinting returned from the state*

Educational Background

Type of School	Name/Location	Number of Years Completed	Major	GPA	Degree Obtained
High School					
College					
Graduate					
Vocational					
State 45 Hours					
CDA					
Fire Extinguisher Class					

Family Christian Preschool shall comply with appropriate federal and state laws and regulations prohibiting discrimination based on race, color, gender, national origin protected, age category, religion or qualified disability.

References

May we contact the employer's listed? Yes No If not, please indicate which one(s) you do not wish us to contact by putting a check by the number.

Personal References

(Not Related to You)

- | | |
|----------------|---------------------|
| 1. Name: _____ | Phone Number: _____ |
| 2. Name: _____ | Phone Number: _____ |
| 3. Name: _____ | Phone Number: _____ |

References

1. Employed From: _____ to _____
Company Name: _____ Title: _____
Address _____
Supervisor's Name and Title: _____
Supervisor's Phone Number: _____
Work Performed: _____
Reason for Leaving: _____
2. Employed From: _____ to _____
Company Name: _____ Title: _____
Address _____
Supervisor's Name and Title: _____
Supervisor's Phone Number: _____
Work Performed: _____
Reason for Leaving: _____
3. Employed From: _____ to _____
Company Name: _____ Title: _____
Address _____
Supervisor's Name and Title: _____
Supervisor's Phone Number: _____
Work Performed: _____
Reason for Leaving: _____

Applicant's Declaration, Authorization and Release

I hereby certify that the information contained in this application and any attachments are true, correct, and complete and I agree to have any of the statements checked by FCCPS, and/or it's representatives unless I have indicated to the contrary. I understand that any misrepresentation, falsification or omission of information on this application may result in failure to receive an offer or, in my dismissal from employment. FCCPS reserves the right to rescind an offer of employment should circumstances or conditions arise any time after offer date that are not in agreement with our ministry guidelines and standards, or that could adversely affect applicant of FCCPS and it's legal authority to work in the United States. I understand that consideration of my employment does not create a contractual obligation upon the employer to employ me now or in the future.

I hereby understand and acknowledge that, otherwise defined by applicable law, any employment relationship with FCCPS is of and "at will" nature, which means that the employee may resign at any time and FCCPS, may discharge the employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by the Board of Elders. I understand, also, that I am required to abide by all rules and regulations of FCCPS.

I authorize the former places of employment listed on the previous pages and my church to provide FCCPS and/or it's representatives any and all information concerning my previous employment and any pertinent information they have. Further, I release all parties from all liability for any damage that may result from use of such information by FCCPS.

Print Name: _____

Signature: _____ Date: _____