

LITTLE BIG MINDS PRESCHOOL - TEACHER APPLICATION

Date:

PERSONAL DATA

Name (Last) _____ (First) _____ (Middle Initial) _____ (Other Names Known By) _____

Address (Street) _____ (City, State, Zip) _____

Phone (Home) _____ (Cell) _____ (Message) _____

E-mail Address _____

Referral Source: Newspaper (specify) Personal Referral
 Website Other

GRADE/SUBJECT DESIRED

- Preschool - 2s
- Preschool - 3-5 year-olds
- Aftercare Program
- Type of Employment desired? ___ Full Time ___ Part Time
- Hours desired: From: _____ To: _____ (Note: All positions are Monday through Friday. There are no exceptions.)

JOB SKILLS

Please list any training, experience, or qualifications you have to perform the duties that relate to the area for which you are applying:

EDUCATIONAL PREPARATION (see resume is not sufficient)

Name of School	Location <i>(City and State)</i>	# of Years Attended	Degree	Major
<i>High School/GED</i>				
<i>Undergraduate/Technical</i>				
<i>Graduate</i>				

CERTIFICATION/LICENSURE (not required)

Teacher Certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No	Certificate Number	Expiration Date	Endorsements
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EMPLOYMENT HISTORY (If more space is needed, please submit on a separate sheet of paper)

Present or Last Employer	Dates (Month and Year)		Salary/Wage	
	From	To	Beginning	Ending
Address (City and State)	Phone			
Job Title	Supervisor		Supervisor's Title	
Duties				
Reason for Leaving				

EMPLOYMENT HISTORY <i>Continued</i>					
Second Previous Employer		Dates (Month and Year)		Salary/Wage	
		From	To	Beginning	Ending
Address (City and State)	Phone				
Job Title	Supervisor	Supervisor's Title			
Duties					
Reason for Leaving					
Third Previous Employer		Dates (Month and Year)		Salary/Wage	
		From	To	Beginning	Ending
Address (City and State)	Phone				
Job Title	Supervisor	Supervisor's Title			
Duties					
Reason for Leaving					
REFERENCES <i>(Minimum of three references who are familiar with your personality, character and work performance, non-relative)</i>					
Name	Title	Work Phone (Area Code)	Home Phone (Area Code)		
Relationship <input type="checkbox"/> Work-Related <input type="checkbox"/> Personal	Address (City and State)				
Name	Title	Work Phone (Area Code)	Home Phone (Area Code)		
Relationship <input type="checkbox"/> Work-Related <input type="checkbox"/> Personal	Address (City and State)				
Name	Title	Work Phone (Area Code)	Home Phone (Area Code)		
Relationship <input type="checkbox"/> Work-Related <input type="checkbox"/> Personal	Address (City and State)				
OTHER INFORMATION					
Are you legally able to work in the United States of America?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you here working on a Visa?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, when does your work visa expire?					
Dates of Employment:					
Position Title:					
Supervisor & Building:					
Have you ever been dismissed from a position or asked to resign?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever resigned rather than face disciplinary action and/or nonrenewal by an employer and/or disciplinary action against a certificate/license?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please provide details:					
Have you ever been convicted of a felony or misdemeanor, including any traffic violations and/or suspended imposition(s) of sentence(s)?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
If "Yes," provide date(s):					
Offense(s):					

SHORT ANSWER

Why have you applied for this position?

What is the role of a Lead Teacher? What skills and qualifications make you an exceptional candidate?

I authorize the Company or its agents to confirm all statements contained in this application and/or résumé as it relates to the position I am seeking to the extent permitted by federal, state, or local law. I agree to complete any requisite authorization forms for the background investigation which may be permitted by federal, state and/or local law. If applicable and allowed by law, I will receive separate written notification regarding the Company's intent to obtain "consumer reports." I authorize and consent to, without reservation, any party or agency contacted by this employer to furnish the above-mentioned information. I hereby release, discharge, and hold harmless, to the extent permitted by federal, state, and local law, any party delivering information to the Company or its duly authorized representative pursuant to this authorization from any liability, claims, charges, or causes of action which I may have as a result of the delivery or disclosure of the above requested information. I hereby release from liability the Company and its representative for seeking such information and all other persons, corporations, or organizations furnishing such information. Further, if hired, I authorize the company to provide truthful information concerning my employment to future employers and hold the company harmless for providing such information. If hired by this Company, I understand that I will be required to provide genuine documentation establishing my identity and eligibility to be legally employed in the United States by this Company. I also understand this Company employs only individuals who are legally eligible to work in the United States.

THIS APPLICATION WILL BE CONSIDERED ACTIVE FOR A MAXIMUM OF SIXTY (60) DAYS. IF YOU WISH TO BE CONSIDERED FOR EMPLOYMENT AFTER THAT TIME, YOU MUST REAPPLY. I CERTIFY THAT ALL OF THE INFORMATION THAT I HAVE PROVIDED ON THIS APPLICATION IS TRUE, ACCURATE, AND COMPLETE. DO NOT SIGN UNTIL YOU HAVE READ ALL OF THE INFORMATION CONTAINED IN THE APPLICATION.

Applicant Signature _____ Date _____ / _____ / _____

SUBSTITUTE APPLICATIONS INCLUDE:

Completed Application Form
Photocopy of Teaching Certificate (if possess, please include)

Please send your application materials to the following address:

Blittmore Campus
4601 N. 34th St.
Phoenix, AZ 85018

Scottsdale Campus
6315 E. Thunderbird Rd.
Scottsdale, AZ 85254

Encanto Campus
1420 W. Osborn Rd
Phoenix, AZ 85013

Uptown Campus
1973 E. Maryland Ave.
Phoenix, AZ 85016

Or email applications to:

Pilar Kelley, Principal/Owner pkelley@lbmpreschool.com

(Applicant Signature)

(Date)