

Application Form

Harvest Hills Day Care



To apply for a staff position at Harvest Hills Day Care:

1. Print this application form (for security reasons)
2. Fill out the form below
3. Mail, email or FAX * it to us. *(207-795-7664)

Personal Information

Name:		Social Security Number:		
Mailing Address:		City	State	Zip
Permanent Address:		City	State	Zip
Are You 18 years or older?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Phone #	Cell Phone #	E-mail

Desired Employment

Position	Date you can start:	Salary desired
Are you currently employed?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If so, may we contact your present employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Who referred you to this company? <input type="checkbox"/> Web <input type="checkbox"/> Friend <input type="checkbox"/> Employment Agency <input type="checkbox"/> Newspaper <input type="checkbox"/> Other		

Education

School Level	Name & Location of School	# of Yrs. Attended	Did you Graduate?	Subjects Studied
Grammar School				
High School				
College				
Vocational, Business, or Correspondence School				

General

Relevant Subjects: Special

Training

Special Skills

References Below list three persons not related to you, whom you have known at least one year.

Name	Address	Business	Yrs.Acquainted

Service Record

Branch of the Service

Discharge Date:

Have you ever been convicted of a Felony? Yes No

Why are you interested in child care?

Authorization

" I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified information on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise and release the company from all liability for any damage that may result from utilization of such information.

Date _____/_____/_____ Signature _____

Mail to: Harvest Hills Day Care / Attn: Ella Cote / PO Box 3128 / Auburn, ME 04212 - **OR** -

Email: ella@harvesthillsdaycare.com - **OR** -

Fax the completed form to: (207) 795-7664

If you have a resume and/or cover letter you'd like to share with us, please include it with the completed application. We will keep your application on file for 12 months. In the event of an opening, we will review all applicants on file.

Thank You for applying!