



Super Kids Clubhouse Early Learning Center

Application For Employment

Super Kids Clubhouse Early Learning Center (SKCELC) provides equal employment opportunities for all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, veteran status, marital status or other prohibited characteristics in accordance with applicable federal, state and local laws.

PERSONAL DATA

Today's Date _____

Last Name _____ First Name _____ Middle Initial _____

Social Security # _____ DOB _____

Street Address _____

City, State, Zip _____

Home Telephone _____ Work Telephone _____ Email _____

EMPLOYMENT INFORMATION

For which position are you applying? _____ Wage Desired _____

How did you hear about this opportunity? _____

Are you legally eligible for employment in the Unites States? Yes No

Type of employment desired Full-Time Part-Time Temporary

Are you currently employed? Yes No

Have you ever been convicted of a crime which has not been annulled, expunged or sealed by court?
 Yes No

If "yes", describe in full. _____

Note that a "yes" answer to the above question will not necessarily prevent employment. We will consider the relevant circumstances.

EDUCATION AND TRAINING

Name and City	Course of Study	Years	Completed	Degree
High School _____				
College _____				
Graduate _____				
Special Training _____				

WORK EXPERIENCE

(Start with you present or most recent employer)

Employer _____ Dates of Employment _____ To _____
Address _____
Telephone _____ Supervisor _____
Job Title _____ May we contact for reference? Yes ___ No ___
Duties _____
Last Rate of Pay _____ Reason For Leaving _____
.....

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Address _____
Telephone _____ Supervisor _____
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Address _____
Telephone _____ Supervisor _____
Job Title _____ May we contact for reference? Yes ___ No ___
Duties _____
Last Rate of Pay _____ Reason For Leaving _____

UNDER MARYLAND STATE LAW AN EMPLOYER MAY NOT REQUIRE OR DEMAND ANY APPLICANT FOR EMPLOYMENT OR PROSPECTIVE EMPLOYMENT OR ANY EMPLOYEE TO SUBMIT TO OR TAKE A POLYGRAPH, LIE DETECTOR OR SIMILAR TEST OR EXAMINATION AS A CONSIDERATION OF EMPLOYMENT OR CONTINUED EMPLOYMENT.

Applicant Name _____ **Date** _____

The information I have provided on this application is true and complete to the best of my knowledge. I understand that, any misrepresentation or omission of any fact in my application, resume, or any other materials, or during my interview(s), can be justification of refusal of employment, or if employed, termination.

In processing my application for employment, the company may verify all information for this purpose concerning my prior employment, military record, education, character, general reputation, personal characteristics, criminal record, and mode of living. I will be informed whether an investigative consumer report was requested and be given full information as to the nature and scope of the investigation in compliance with applicable laws.

I authorize and request that all of my present and former employees I have listed, furnish information about my employment record, work performance, abilities, and other qualities pertinent to my qualifications for employment, hereby releasing them from any and all liability for damages arising from furnishing the requested information.

I understand that if I become employed by **Super Kids Clubhouse ELC**, my employment is voluntary and at-will. Accordingly, either **SKCELC** or I can terminate the employment relationship at-will, with or without cause, at any time.

Signature of Applicant _____ **Date** _____

Applicant Name _____ **Date** _____

Email address _____

POSITION DESIRED

Director AA degree in Early Childhood Education, or BS, BA in any field with 90 hour certification
2 years experience in licensed daycare facility
 Assistant Must be Senior Staff Qualified
Director

.....
 Senior Staff Lead teacher for pre-school age children, age six weeks through five years. At least 19 years old. Must have 90 hour certificate, 1 year of full time experience in a licensed daycare, and current with continuing education credits
Age group desired _____

Group Leader Lead teacher for school age children, age six years through twelve years. At least 19 years old. 45 hour certificate and at least 400 hours of approved classroom time.
Age group desired _____

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 Assistant Teacher Assists Group Leaders and Senior Staff with classroom duties and activities. Must be a minimum of 16 years of age.
Age group desired _____

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Note: The position requirements listed above are the minimum generalized requirements. A more detailed description of the requirements is available through the Human Resources Department. To expedite the hiring process, please attach transcripts and/or copy of your CCA orange card.