



Employment Application

Crèche Academy

104 E. Wyandotte
Meriden, KS 66512

785-484-3100

crecheacademy.com

Personal Information

PLEASE TYPE OR PRINT

An Equal Opportunity Employer

Name _____
First Middle Last Social Security #

Address _____ Telephone () _____

City _____ State _____ Zip _____

Alternate Address (if applicable) _____ Alternate Telephone () _____

City _____ State _____ Zip _____

For verification of education or work history, indicate any other name(s) by which you have been known. _____

If you are under the age of 21, indicate your birth date Month _____ Day _____ Year _____ Current Age _____

General information

Type of Work Desired (please circle) refer to job descriptions

Director Accounting Lead Instructor Assistant Teacher Age group desired to teach _____

Volunteer Cook / Chef Other _____

Salary Requirement (per hour or annual) _____ Date Available _____

Who referred you to Crèche Academy?

Employee _____ Employment Agency _____ School _____

Newspaper Ad _____ Other _____

Schedule Desired Full Time (40 hrs) Part Time (1039 hrs) Seasonal (May / June / July / August)

What hours and days are you available to work? Mon Tues Wed Thurs Fri Sat Sun

Indicate time period available to work each day _____

Have you previously been employed by Crèche Academy LLC? Yes No

If yes, state position(s) and date(s): _____

If no, have you previously interviewed with Crèche Academy LLC? Yes No

If yes, when? _____

Do you have any relatives employed by Crèche Academy LLC? Yes No

If yes, state name and position: _____

Are you a U.S. citizen or currently authorized to work for all employers in the United States on a fulltime basis? Yes No

Have you been convicted of any criminal offense other than minor traffic violations? Yes No

If yes, please explain: _____

Criminal conviction will not necessarily disqualify you from consideration for employment.

Have you signed a noncompetitive agreement that is in force? Yes No

If yes, please provide a copy.

Employment history

Additional Employment

Company Name	Employment Dates		Job Title	Reason for Leaving
	From Month /Year	To Month /Year		

Unemployment Dates

From Month /Year To Month /Year Reason for Unemployment

Education

Professional Associations / Accreditation's or college related affiliations for recent graduates

School Level	School Name and Location <small>(if you are still in high school, attach most recent report card)</small>	Dates Attended		Graduated	Major / Minor	GPA	
		From Mo/Yr	To Mo/Yr	[y or n]		Major	Overall
High School							
College							
Graduate School							
Trade / Technical							
Military / Other							

References

List three work related references we may contact. (Use educational references if not enough work references.)

Name and Company (or school)	Position	Telephone	Years Acquainted

Employment History

Provide information for ALL current and past employment, beginning with your most recent employer. Please complete ALL information requested. A resume is NOT a substitute for completing this section.

Complete a separate section for each position held.

Company Name (Current or Last Employer)

Address		Telephone	
Start Date	Leave Date	Start Salary	Final Salary
Name / Title of Spervisor		May we contact your supervisor?	Yes No
Job Title and Duties		Average hours worked per week _____ hrs.	
		Reason for leaving	

Company Name

Address		Telephone	
Start Date	Leave Date	Start Salary	Final Salary
Name / Title of Spervisor		May we contact your supervisor?	Yes No
Job Title and Duties		Average hours worked per week _____ hrs.	
		Reason for leaving	

Company Name

Address		Telephone	
Start Date	Leave Date	Start Salary	Final Salary
Name / Title of Spervisor		May we contact your supervisor?	Yes No
Job Title and Duties		Average hours worked per week _____ hrs.	
		Reason for leaving	

Company Name

Address		Telephone	
Start Date	Leave Date	Start Salary	Final Salary
Name / Title of Spervisor		May we contact your supervisor?	Yes No
Job Title and Duties		Average hours worked per week _____ hrs.	
		Reason for leaving	

Agreement and Authorization

I certify that the information provided on this application is true and complete. I understand and agree that false or misleading information or omission of information will subject me to rejection for employment or termination from employment if discovered at a later date.

I agree and authorize that Crèche Academy LLC and or / its agents may investigate my background and employment history to ascertain any and all information that Crèche Academy LLC deems appropriate, including all information provided on this application form. I understand that such investigation may include reviewing my personal credit report and verifying education, including GPA. I release all claims against Crèche Academy LLC for requesting and / or securing such information. I further release all claims against the persons, corporations or other organizations that furnish such information.

I also understand that , if hired, Crèche Academy LLC may take my fingerprints to secure background information from the Federal Bureau of Investigation or from other organizations.

I understand and agree that, as a part of the selection process, I may be required to take a drug test and I may be required to take drug and/or alcohol tests during my employment as requested by Crèche Academy LLC. I agree to the disclosure of the result of such tests to Crèche Academy LLC and if I refuse to take such tests or if the results are not satisfactory to Crèche Academy LLC, I understand and agree that I may be terminated from employment or rejected for employment.

I understand and agree that if I am employed by Crèche Academy LLC, I will be an employee at will. This means that my employment will be for no definite period of time and can be terminated at any time and for any reason. I further understand that no person other than the president of Crèche Academy LLC has the authority to enter into a legal and enforceable contract or other obligation, and any such contract or obligation must be in writing signed by the president and the employee.

If I am employed, and in consideration of my employment, I agree to conform to the policies and practices of Crèche Academy LLC, including signing a Confidentiality and Invention Agreement. I further understand and agree that my use of company computers, telephones and other facilities or equipment will be subject to review and monitoring by Crèche Academy LLC, including without limitation, the recording and monitoring of my telephone calls or conduct, and the review and recording of all my duties, materials that I prepare and all other transactions that I engage in either verbal or written. I further understand and agree that for security and investigatory purposes my person and property will be subject to search while on Crèche Academy LLC. Crèche Academy LLC believes these conditions of employment are necessary to protect the interest of all employees , students and parents. Crèche Academy LLC is an Equal Opportunity Employer and complies with all federal, state and local laws applicable to employment.

I understand and agree that this application for employment does not obligate Crèche Academy LLC to employ me and that any interviews granted may be at my expense. My signature certifies that this application for employment was completed by me, the undersigned. I further acknowledge that I have read this Agreement and Authorization, and fully understand and agree to its terms.

Applicant's Signature _____

Date _____