



## The Center

### Early Childhood Programs

### Lake County School District R-1

**Please return this employment application with the following documentation. Only complete applications will be accepted.**

- Three letters of recommendation with name, address and contact telephone number of reference
- Copy of college transcripts (unofficial transcripts accepted with application -- official transcript required if hired)
- Copy of college degree or certificate
- Documentation from employer(s) of experience in the care and supervision of young children

Please leave this page attached to application. Write "n/a" on any of the above check boxes which do not apply.

Date received:

\_\_\_\_\_

Received by (staff member):

\_\_\_\_\_



The Center Early Childhood Programs  
Lake County School District R-1

**Application for Employment**

**Personal Information**

Name \_\_\_\_\_ SS# \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Number and Street City State ZIP code

Phone \_\_\_\_\_  
Home Work Cell

How long have you lived in Colorado? \_\_\_\_\_ Years Email Address: \_\_\_\_\_

Have you ever been convicted of a crime? \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, please explain:

List pending and prior arrests including any charges related to child abuse:

Have you ever worked for The Center or Lake County School District? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes: When? \_\_\_\_\_ Where? \_\_\_\_\_ Position held? \_\_\_\_\_

**Position Desired** (check as many as apply)

<input type="checkbox"/>	Administrative (please specify-)	<input type="checkbox"/>	School-age child care teacher
<input type="checkbox"/>	Preschool Teacher	<input type="checkbox"/>	Preschool support staff
<input type="checkbox"/>	Substitute	<input type="checkbox"/>	Other-
<input type="checkbox"/>	Volunteer	<input type="checkbox"/>	
<input type="checkbox"/>	Part-time	<input type="checkbox"/>	Full time
			Date available to work _____

**Related Skills and Qualifications** (check as many as apply)

<input type="checkbox"/>	Group Leader qualified per Colorado Child Care regulations
<input type="checkbox"/>	Child Care Director qualified per Colorado Child Care regulations
<input type="checkbox"/>	Office skills-
<input type="checkbox"/>	Other skills and/or qualifications-

Do you speak any language other than English? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If yes, what language? \_\_\_\_\_ Are you fluent? \_\_\_\_\_ Written? \_\_\_\_\_

**Education and Training**

Level	Name and Location of School	Years	Major	Date Graduated
High School				
College				
Trade School				
Business School				
Other				

## Employment History (list most recent first)

May we contact your current employer? Yes \_\_\_ No \_\_\_ Comment-

### Most recent employer

Employer		Employed  From _____  To _____	Duties and responsibilities-  Reason for leaving-
Address			
Position			
Supervisor			
Phone			

### Previous employer

Employer		Employed  From _____  To _____	Duties and responsibilities-  Reason for leaving-
Address			
Position			
Supervisor			
Phone			

### Previous employer

Employer		Employed  From _____  To _____	Duties and responsibilities-  Reason for leaving-
Address			
Position			
Supervisor			
Phone			

## References

List three people qualified to comment on your abilities and your past experience

Name	Address	Position	Phone

Please read the statement below and sign and date this form indicating that you have read and understood the following statement:

**“Any applicant who knowingly or willfully makes a false statement of any material fact or thing in the application is guilty of perjury in the second degree as defined in Section 18-8-503, C.R.S., and, upon conviction thereof, shall be punished accordingly.”**

**I certify that all information is correct and complete and understand that employment is contingent upon its accuracy.**

Signature		Date	
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**EQUAL OPPORTUNITY EMPLOYER**  
Thank you for your interest in our school.

## Employee Experience in Care and Supervision of Children

(Documentation from employer must be attached)

Name-			Date Completed-			
Dates of Employment	Employer	Your Position	Ages of Children	Hours Employed		
				Hours per day	Days per week	Weeks