



## Application for Employment

### Personal Information

Date: \_\_\_\_\_

Name: \_\_\_\_\_ e-mail address: \_\_\_\_\_

Nantucket Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Second Phone #: \_\_\_\_\_

Are you at least 18 years of age? Yes \_\_\_ No \_\_\_

Are you legally authorized to work in the United States? Yes \_\_\_ No \_\_\_

If you are hired, will you be able to submit proof of the above? Yes \_\_\_ No \_\_\_

Have you ever been convicted of a felony? Yes \_\_\_ No \_\_\_

Reason: \_\_\_\_\_

### Employment Desired

Position applied for: \_\_\_\_\_

Date you are available to start: \_\_\_\_\_ Desired salary: \_\_\_\_\_

Have you ever applied to Small Friends before? \_\_\_\_\_

How did you become aware of the position? \_\_\_\_\_

### General

Special Areas Of Interest: \_\_\_\_\_

Special Skills: \_\_\_\_\_



Education	Name of School	Subjects	Degree Earned
High School			
College			
Graduate			
Other			

Have you ever taken a course in child development or child psychology? \_\_\_\_\_

At which institution? \_\_\_\_\_

**Driving Skills**

Do you have a valid driver's license?

If yes, State \_\_\_\_\_ License Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Has your driver's license ever been suspended or revoked? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, provide details of the incident(s) on a separate piece of paper.

**Employment History**

Dates:	Name of Employer/Phone #	Salary	Position	Reason for Leaving
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____



**References**

Please give the names and phone numbers of three people not related to you whom you have known for at least one year.

Name: Phone: Business:

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**Certification (Please Read Carefully before signing)**

I hereby certify and affirm that the information provided in conjunction with the application process, including the information provided on this Application for Employment and any resume submitted is true, accurate, and complete and that I have withheld nothing that would, if disclosed, affect this application unfavorably.

I hereby authorize Small Friends to investigate all information pertinent to my Application for Employment in order to determine my qualifications for employment which will include contacting former and/or current employers or any person listed on this Application for Employment. I hereby authorize all persons having information relevant to my application to provide that information to Small Friends and I hereby agree to hold Small Friends and all those providing information to Small Friends from any liability arising out of or as a result of the request for, provision of, or use of such information. I understand that any offer of employment may be rescinded or my employment terminated if my references are inadequate or unacceptable to Small Friends or if I violate any of the provisions of the Certification. I further understand that if I am hired by Small Friends, I must abide by all rules and policies of Small Friends which, other than the "at-will" employment policy, may be changed without notice at the discretion of Small Friends.

In case of emergency please notify: \_\_\_\_\_

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_