



sprout

Kids Academy
400 ELDERBERRY ST.
TIFFIN, IA 52340

Application for Employment

(Please Print)

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, sexual orientation, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability that does not prohibit performance of essential job functions.

Date: _____

I. Personal Information	
Name: Last	First Middle
Current Address:	
Permanent Address (if different than above):	
Home Telephone:	Cell Phone:
Email:	Driver's License #:

Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity (valid driver's license, birth certificate, alien registration card, etc.) within three days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination.

Position Applied For: _____

1. Is there any information we would need about your name or use of another name for us to be able to check your work record? Please specify:

2. Age group of children you enjoy working with the most: _____

3. Have you ever been convicted of a felony? Yes No If yes, please explain:

II. Educational History			
Level	School Name/Location	Last Grade Completed	Degree/Diploma
Elem/Jr. High			
High School			
College			
Tech. Training			
Other			

III. Employment Record *Please list four most recent employers*

1.	_____	_____
	Company Name (Current or Most Recent Employer)	Position Held
	_____	_____
	City, State	Dates Employed: _____ From/To
	_____	_____
	Manager / Supervisor	Telephone _____ Wage/Salary _____

	Reason For Leaving	
2.	_____	_____
	Company Name (Current or Most Recent Employer)	Position Held
	_____	_____
	City, State	Dates Employed: _____ From/To
	_____	_____
	Manager / Supervisor	Telephone _____ Wage/Salary _____

	Reason For Leaving	
3.	_____	_____
	Company Name (Current or Most Recent Employer)	Position Held
	_____	_____
	City, State	Dates Employed: _____ From/To
	_____	_____
	Manager / Supervisor	Telephone _____ Wage/Salary _____

	Reason For Leaving	
4.	_____	_____
	Company Name (Current or Most Recent Employer)	Position Held
	_____	_____
	City, State	Dates Employed: _____ From/To
	_____	_____
	Manager / Supervisor	Telephone _____ Wage/Salary _____

	Reason For Leaving	

NOTE: We will contact all of the employers on this application unless you specifically exclude them below. Please list any employers you do not want us to contact and your reason for the exclusion:

_____	_____
(Employer's Name)	Reason
_____	_____
(Employer's Name)	Reason

IV. References *Please do not include relatives or former employers*

1.	_____	_____	_____
	Name	Occupation	Years Known
	_____	_____	_____
	Address		Telephone
2.	_____	_____	_____
	Name	Occupation	Years Known
	_____	_____	_____
	Address		Telephone

V. Work Availability

1. If your application receives favorable consideration, when will you be available to begin work? _____

2. Do you desire: Full-Time Teacher: Part-Time Teacher: or Enrichment Instructor: (if yes, see below)

Possible Enrichment Activities:

We would like to offer extended day options for children. If you have experience in the following, please let us know:

Spanish Yoga Art Sports / Healthy Lifestyles Tutoring of older children

Kinder music Gymnastics Music Sensory Integration / Brain Gym, etc

VI. Salary / Hourly Rate Requirements

If your application receives favorable consideration, what salary/hourly rate would you require?

\$ _____ per _____

I understand and agree that, if hired, my employment is for no definite period and either Sprout Kids Academy (The Company) or I may terminate our relationship at will at any time, without notice or any reason, and that this employment application does not constitute an employment contract.

This employment application is used to notify me that the nature and scope of investigation, if one is conducted, could include such general identification information as residence verification, and as applicable, information concerning my employment, education, general reputation, character, personal characteristics, and habits, and that such information may be developed through personal interviews with third parties such as family members, neighbors, friends, associates, former employers, financial sources, and custodians of official records. Only job-related information developed from such a report will be considered in evaluating my employment application or continued employment. I hereby authorize these persons, companies, organizations or corporations to answer all questions or release any information regarding the items listed in this paragraph. I hereby release them from any liability and hold them harmless from any claim for releasing any truthful information within their knowledge and/or records.

I authorize the Company to release to any person, firm, entity or organization, with whom I may seek employment in the future, any truthful information concerning my work experience with the Company. I hereby release and hold the Company from any claim for releasing any truthful information within its knowledge and/or records

I certify that all the above information that I provided is true to the best of my ability. I understand that if I were to be hired by Sprout Kids Academy and had falsified any of my pre-employment records or information, it would result in termination of my employment.

Signature of Applicant

Date