

## Wasatch Christian Early Learning Center

### Application for Employment

*WCELC is an equal opportunity employer. This company is dedicated to providing a work environment free of discrimination including but not limited to race, color, creed, age, sex, national origin, marital or military status.*

#### Personal Information

Full & Legal Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

What prompted you to apply here? \_\_\_\_\_

Position Applying For: \_\_\_\_\_  part-time  full-time

When could your first day be? \_\_\_\_\_

Please list hours you cannot work: \_\_\_\_\_

Please list your preferred hours: \_\_\_\_\_

Passing a state and federal background check is required to work at state licensed child care centers. Can you meet this requirement? \_\_\_\_\_

If applying to be a bus driver, please describe your driving record: \_\_\_\_\_

\_\_\_\_\_

#### Education & Training

High School: \_\_\_\_\_ last grade completed: \_\_\_\_\_

College / Technical School: (Include # of Years, degree pursued, degrees attained:

\_\_\_\_\_

Awards or Special Achievements: \_\_\_\_\_

What skills, talents, training, and abilities could you bring to WCELC?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please describe any volunteer work, special interests, travel, or other experience that speaks to your ability to work on a team, think on your feet, communicate well, and have a servant's heart.

\_\_\_\_\_

\_\_\_\_\_

Do you have a valid Utah Food Handler's Permit? \_\_\_\_\_ If not, are you willing to get it? \_\_\_\_\_

Do you have valid adult/child CPR training? \_\_\_\_\_ If not, are you willing to be trained? \_\_\_\_\_

**Employment History** — Indicate your last 2 employers

*Authorization Release: I acknowledge the information on the application is true. I give my permission for WCELC to check my references, as well as my previous work sites. I understand these questions will be about my work experiences, character, skills performed and work ethic.*

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Company \_\_\_\_\_ Dates of Employment \_\_\_\_\_

City / State \_\_\_\_\_ Wage \_\_\_\_\_

Position and Duties \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone # \_\_\_\_\_

Company \_\_\_\_\_ Dates of Employment \_\_\_\_\_

City / State \_\_\_\_\_ Wage \_\_\_\_\_

Position and Duties \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone # \_\_\_\_\_

*Additional info for hired employees*

Social Security Number: \_\_\_\_\_ Marital Status: \_\_\_\_\_

Number of Dependents/Allowances: \_\_\_\_\_ Additional Withholdings: \_\_\_\_\_

Hire Date: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Hourly Rate: \_\_\_\_\_

Bank Name and Address: \_\_\_\_\_

Routing #: \_\_\_\_\_ Account #: \_\_\_\_\_

Type of Account: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- W-4
- I-9
- Receipt of Employee Handbook and At Will Employment Statement