

# Bright Side Early Care and Learning Center Application for Employment

*We are an equal opportunity employer, dedicated to a policy of nondiscrimination in employment on any basis including race, color, age, sex, religion, disability, or national origin.*

<b>APPLICANT INFORMATION</b>											
Last Name			First			M.I.		Date			
Street Address				Apartment/Unit #							
City			State			ZIP					
Phone (s)			E-mail Address								
Date Available		Preferred Shift		Desired Salary		\$					
Position Applied for											
Are you a citizen of the United States?		YES	NO	If no, are you authorized to work in the U.S.?			YES	NO			
Have you ever worked for this company?		YES	NO	If so, when?							
Are you employed now?		YES	NO	If so, may we contact your employer?			YES	NO			
Type of Employment		Full-time	Part-time	Summer	Temporary	Substitute					
<b>EDUCATION AND OFFICE SKILLS</b>											
High School		Address									
From	To	Did you graduate?	YES	NO							
College or Trade School		Address									
From	To	Did you graduate?	YES	NO	Degree						
Years of Typing Experience		Words Per Minute	Other Office Equipment Used		Printer	Copier	Fax	Scanner	Calculator		
Computer Software and Hardware Experience											
<b>EMPLOYMENT HISTORY (LIST PRESENT OR MOST RECENT POSITIONS FIRST)</b>											
<b>Company</b>		Phone									
Address		Name and Position of Supervisor									
Job Title		Starting Salary		\$		Ending Salary		\$			
Responsibilities											
From	To	Reason for Leaving									
May we contact your previous supervisor for a reference?			YES	NO							

<b>EMPLOYMENT HISTORY (CONTINUED)</b>									
<b>Company</b>						Phone			
Address						Name and Position of Supervisor			
Job Title				Starting Salary		\$		Ending Salary	\$
Responsibilities									
From		To		Reason for Leaving					
May we contact your previous supervisor for a reference?				YES	NO				
<b>Company</b>						Phone			
Address						Name and Position of Supervisor			
Job Title				Starting Salary		\$		Ending Salary	\$
Responsibilities									
From		To		Reason for Leaving					
May we contact your previous supervisor for a reference?				YES	NO				
<b>Company</b>						Phone			
Address						Name and Position of Supervisor			
Job Title				Starting Salary		\$		Ending Salary	\$
Responsibilities									
From		To		Reason for Leaving					
May we contact your previous supervisor for a reference?				YES	NO				
<b>Company</b>						Phone			
Address						Name and Position of Supervisor			
Job Title				Starting Salary		\$		Ending Salary	\$
Responsibilities									
From		To		Reason for Leaving					
May we contact your previous supervisor for a reference?				YES	NO				
<b>MILITARY SERVICE</b>									
Branch						From		To	
Rank at Discharge						Type of Discharge			
If other than honorable, explain									
<b>DISCLAIMER AND SIGNATURE</b>									
I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.									
Signature						Date			

Please list 3 work related references below:

- 1.
- 2.
- 3.