



PRESCHOOL TEACHER APPLICATION

Application Date: _____ Date Available: _____ Referred By: _____

We appreciate your interest in Children's Enrichment Center. Please fill out this application and return it to the CEC office. We will contact you if there is an opening.

We realize that the key to a successful Preschool is its staff. We are grateful for those who are professionally qualified, who love children, and who by the pattern of their lives exemplify Christ.

APPLICANT'S NAME AND ADDRESS

Full Name: Miss () Mrs. () Mr. () _____

Address: _____

Mobile Phone: _____ House Phone: _____

Email: _____ Social Security #: _____

Date of Birth _____ Are you a U.S. Citizen? Yes ___ No ___

Number of ECE Units completed: _____ Currently enrolled ECE units: _____

Do you seek full or part-time employment? _____

***Please provide unofficial transcripts**

EDUCATION HISTORY

High School? Yes ___ No ___

Name of School: _____ Date Graduated: _____

College? Yes ___ No ___

Name of School: _____ Date Graduated: _____ Studies / Degree: _____

WORK EXPERIENCE

Have you ever worked for Twin Lakes Church? Yes ___ No ___

If yes, please indicate when and the position you held _____

WORK EXPERIENCE CONTINUED

Start/End Dates: Place: Position: Reason for Leaving: Salary:
(Use back page if needed)

- 1. _____

- 2. _____

- 3. _____

- 4. _____

Salary Desired? _____

Number of years of teaching or preschool related experience: _____

Reason for leaving your most recent position?

REFERENCES

Personal: Give 2 qualified non-relatives whom you have known for at least one year.

Name: Complete Address: Phone: Position:

- 1. _____

- 2. _____

Give 1 qualified reference to speak of your professional training and experience.

Name: Complete Address: Phone: Position:

CHRISTIAN BACKGROUND

Please tell us about your awareness of Christ and how he has helped change your life.

What is your local church affiliation? _____

APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Children's Enrichment Center and Twin Lakes Church does not discriminate in its employment practices against any person because of sex, race, color, national or ethnic origin, gender or handicap. I further understand that my offer of employment is conditioned on the proof of my identity (i.e., driver's license) and of legal authority to work in the United States.

I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or significant omission on facts during any phase of the hiring process may prevent me from being hired or if hired may subject me to immediate dismissal.

I authorize Children's Enrichment Center to inquire about my work and personal history and to verify all data given in my application for employment, related papers, and my oral interviews. I authorize Children's Enrichment Center to conduct a background search for any past criminal activity. I authorize the release and giving of any information requested by Children's Enrichment Center, such as employment records, performance reviews and personal references. I release any person, organizations or company from liability or damage, which may result from furnishing the information requested. I further waive the right to ever personally view any references given to Children's Enrichment Center.

I further certify that I have carefully read and do understand the above statements.

Signature _____ Date _____