

## Montessori Children's House

### Employment Application

Full Name:

Address:

Telephone Number:

Cell:

E-mail Address:

Social Security Number:

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

Are you 18 years old or older?  Yes  No

If not, please give your date of birth:

What position are you applying for?

If you are hired, when can you start work?

### EDUCATION

#### High School

Name of School:

Location:

Number of years attended:

Did you graduate?  Yes  No      Date of graduation:

**Trade School**

Name of School:

Location:

Number of years attended:

Did you graduate?  Yes  No      Date of graduation:

**College**

Name of School:

Location:

Number of years attended:

Did you graduate?  Yes  No      Date of graduation:

What degree did you earn?

**Graduate School**

Name of School:

Location:

Number of years attended:

Did you graduate?  Yes  No      Date of graduation:

What degree did you earn?

**Other**

Name of School:

Location:

Number of years attended:

Did you graduate?  Yes  No      Date of graduation:

What degree did you earn?

**EMPLOYMENT HISTORY**

Beginning with your most recent employment and working back in time, please give the

following information:

**Employer 1**

Employer:

Address:

Telephone Number:

Job Title:

Duties:

Dates of Employment:

Supervisor:

Reason for Leaving:

**Employer 2**

Employer:

Address:

Telephone Number:

Job Title:

Duties:

Dates of Employment:

Supervisor:

Reason for Leaving:

**Employer 3**

Employer:

Address:

Telephone Number:

Job Title:

Duties:

Dates of Employment:

Supervisor:

Reason for Leaving:

### **PERSONAL REFERENCES**

Please provide the names of two references who have not employed you and are not related to you.

#### **Reference 1**

Name:

Address:

Telephone Number:

Relationship:

#### **Reference 2**

Name:

Address:

Telephone Number:

Relationship:

### **ADDITIONAL QUALIFICATIONS**

Please tell us about any other training, education, skills or achievements that you feel should be considered.

My answers are true and complete. I understand that if I am hired, any false or incomplete statements in this application will be grounds for immediate discharge.

Date:

Applicant's Signature: