



APPLICATION FOR EMPLOYMENT

Personal Information

NAME _____
Last First Middle

ADDRESS _____
Street City State Zip

PHONE _____
Home Cell

EMAIL ADDRESS _____ SS# _____

Education

HIGH SCHOOL _____ YEAR GRADUATED _____
CITY _____ STATE _____

COLLEGE _____ YEAR GRADUATED _____
CITY _____ STATE _____
COURSE OF STUDY _____

GRAD SCHOOL/TECH SCHOOL _____ YEAR GRADUATED _____
CITY _____ STATE _____
COURSE OF STUDY _____

Record of Previous Employment

Please complete the following information on your last three positions of employment, beginning with the most recent first.

1. Employer _____ Phone _____
Address _____
Position Held _____ Salary/Hourly Rate _____
Dates of Employment _____ Reason for leaving _____

2. Employer _____ Phone _____
Address _____

Position Held _____ Salary/Hourly Rate _____
Dates of Employment _____ Reason for leaving _____

3. Employer _____ Phone _____
Address _____
Position Held _____ Salary/Hourly Rate _____
Dates of Employment _____ Reason for leaving _____

References

Please list three persons not related to you, who have first hand knowledge of your character, personality, scholarship, experience, and ability to work with young children.

Name	Address	Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____

Qualifications

Are you over 18 years old? _____ Are you legally authorized to work in this country _____
For what position do you wish to apply? _____
How did you learn about this position? _____

Please check a box below noting the shift you would like to work:

- ☐ 2:15-3:45pm - Van Driver
- ☐ 2:15-6:00pm - Van Driver and Tutor
- ☐ 2:45-6:00pm - Tutor

Indicate work skills and or personality traits that you feel will contribute to your effectiveness as an employee with Building Blocks.

What do you feel is most important in dealing with parents and staff?

What is your philosophy of childhood education?

If applying for a van driver only. How would you manage redirecting children who are not following directions while driving the van? (not buckling their seat belt, hitting others, being too loud, etc.)

I certify that the answers given by me on this application are true and complete to the best of my knowledge. I authorize the investigation of all statements contained in this application as may be necessary in arriving at an employment decision. I consent to the disclosure of any and all information about me by any prior employer, schools, or references. Any misleading or inaccurate information given in this application or interview will result in my not being considered for employment and/or termination of employment from Building Blocks if I have been employed.

Prior to commencing employment with St. Andrew's, I understand that I must provide verification of my identity, education, and authorization to work in the United States of America according to the provisions of the Immigration Reform and Control Act.

I certify that I have never been convicted of (1) a felony or misdemeanor classified as an offense against the person or family; (2) a felony or misdemeanor classified as public indecency; or (3) a felony violation of any law intended to control the possession or distribution of any substance included as a controlled substance under the Texas Controlled Substance Act. In addition, I have never been convicted or placed on deferred adjudication for any felony or misdemeanor and there are no pending criminal charges against me.

If I am employed by Building Blocks, I agree to abide by all the rules and policies of Building Blocks and all applicable and regulations of governing state agencies. If hired, I understand my employment may be subject to an employment contract and that this application is not a contract of employment. Either employee or employer may terminate the employment relationship at will, with or without cause and for any reason not unlawful.

Signature of Applicant

Date

Signature of Director

Date

Building Blocks in Houston, Texas, will recruit, hire, train, and promote qualified persons in all job classifications without regard to race, color, creed, sex, age, national origin, or disabilities.

