



Learning Academy

301 SE 28th Street * Bentonville, AR 72712
Office: 479.464.8686 * Fax: 479.464.8687

Application for Employment "An Equal Opportunity Employer"

Our Center accepts applications only for the positions that are currently available during the application period. Your application will be kept on file for 60 days. Please fill in all spaces. If an item does not apply, write "N/A." Please print in ink & provide only the information requested.

Position Applying For _____ Date _____

Full Time ___ Part Time ___ Days _____ Hours _____

Are You Over The Age of 18? Yes No Email _____

Name _____
Last First Middle

Address _____
Street Number City State Zip

Home Phone _____ Other Phone _____

Work Experience List all work history for the last six (6) years beginning with the most recent. Include period(s) of military service. Continue on back or additional sheet of paper if necessary.

1. Employer _____ Dates Employed From _____ To _____
Business Phone _____ Position Held _____ Salary _____
Duties _____
Supervisor _____ Reason For Leaving _____
May We Contact This Employer? Yes No (if no, explain _____)

2. Employer _____ Dates Employed From _____ To _____
Business Phone _____ Position Held _____ Salary _____
Duties _____
Supervisor _____ Reason For Leaving _____
May We Contact This Employer? Yes No (if no, explain _____)

3. Employer _____ Dates Employed From _____ To _____
Business Phone _____ Position Held _____ Salary _____
Duties _____
Supervisor _____ Reason For Leaving _____
May We Contact This Employer? Yes No (if no, explain _____)

Please account for any periods of unemployment longer than three (3) months_____

Give names of any relatives who have been or currently are employed by ABC Happy Kids _____

Have you ever applied for employment with ABC Happy Kids before? No____ Yes (when_____)

Have you ever been previously employed by ABC Happy Kids? No____ Yes (position & dates_____)

Are you able & willing to work overtime when needed? Yes____ No____ (explain_____)

Do you have any physical, mental, or emotional conditions that would prohibit you from performing the essential functions of the job you are applying for? No____ Yes (explain_____)

Are you able and willing to work nights and weekends? Yes ____ No (explain_____)

Do you have the legal right to work in the United States? Yes ____ No____

If hired, are you able to provide proof of work eligibility? Yes ____ No____

Education

Circle Highest School Grade Completed: 6 7 8 9 10 11 12 GED Associates Bachelors Other

High School _____ Graduate? Yes No

Name City State

College _____ # Of Years Attended _____

Name City State

College Degree _____ Major _____ Minor _____

Special or Vocational Education _____

Name City State

Dates Attended _____ Course of Study _____

List any additional work experience, education, skills, information, licenses, certifications, special study or research work relating to position applied for or of general interest not listed above_____

Veteran of U.S. Military Service? Yes____ No____ Branch_____

Rank _____ Dates of Service _____

List three (3) professional references of individuals that have known you for at least 2 years (*no relatives*):

Name _____ Phone # _____

Name _____ Phone # _____

Name _____ Phone # _____

Have you ever been convicted of a crime by a civilian or military court (exclude minor traffic violations)? Yes No

Have you been convicted of a felony or misdemeanor involving Child Abuse or Child Neglect? Yes No

Have you been convicted or pleaded "no contest" to a felony or misdemeanor charge involving moral turpitude (child molesting, child abuse etc)? If Yes, Explain _____ No

Briefly discuss why you are applying for this job:

ABC Happy Kids Learning Academy is an equal opportunity employer. We do not discriminate on the basis of age, race, sex, disability, religion, color, or national origin or other protected groups under state, federal or local Equal Opportunity Laws.

1. I certify that the information provided in this application is correct to the best of my knowledge.
2. I understand that consideration for employment is contingent on the results of a reference and background check.
3. I authorize **ABC Happy Kids Learning Academy** to fully investigate all information provided on this application and to contact all persons or references named to verify the truthfulness/information provided on this application concerning my past employment, job performance, and personal character.

Applicant's Name (Please Print)

Date

Applicant's Signature

Social Security Number

This consent is valid for a period of 60 days from the date indicated below. A copy of this form shall serve as an original.

FOR OFFICE USE ONLY

Interview Date

Interview Time

Person conducting Interview
