REVEILLE WEEKDAY SCHOOL

4200 Cary Street Road
Richmond, VA 23221
(804) 359-4600

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION:

NAME _____ SSN_____Phone_____
LAST FIRST M.

CURRENT ADDRESS_____
Street City State Zip

Are you either a U.S. Citizen or an alien authorized to work in the United States? ____yes ____no

POSITION APPLIED FOR:_____

EDUCATION:

	Name	Address/City/State	Major	# Years completed	Grad. Date	Degree
High School						
Business						
College						
Graduate						

CERTIFICATION:

Are you now or have you certified as a teacher? ____yes ____no Areas:_____

State in which certified:_____ Date_____

EMPLOYMENT INFORMATION:

Are you employed now? ____yes ____no If so, may we contact your present employer? ____yes ____no

EMPLOYMENT RECORD (Please Print):
List previous employment related to early childhood education beginning with the most recent. List only employers located within the United States. Include self-employment, summer and part-time jobs.

Date/Month/Year	Name and Address of Employer	Position	Reason for Leaving
From: To:			
From: To:			
From: To:			
From: To:			

If you need more space, please attach a separate sheet.

GENERAL INFORMATION:

Use the space below to describe your interest in Early Childhood Education and the skills and aptitudes that you feel qualify you for this position. Please indicate special training skills which are applicable to the position for which you are applying. Relative to each, indicate length of experience and type of training. (You may wish to include church, civic and community activities, professional societies in which you participate, hobbies, sports and the like.)

_____
_____
_____
_____
_____
_____
_____
_____
_____

HEALTH RECORD:
Do you have any physical condition (e.g. cannot lift heavy objects) which would prohibit your working with children? If so
explain_____

NOTE: The Reveille Weekday School is licensed by the Commonwealth of Virginia under Virginia regulation 615-23-02, "Minimal Standards for Licensed Child Care Centers" adopted April 1, 1986, by the State Board of Social Services. All staff shall comply with the staff requirements for submitting T.B. test results, and criminal record checks within 30 days before employment.

REFERENCES:
Give below the names of three people, not related to you, whom you have known at least one year. These people may be asked to submit a written reference.

Name/Phone # Email Phone Business Years Acquainted

1._____

2._____

3._____

** Reveille Weekday School employees are hired on the basis of competence and qualifications and not on gender, race, national origin, or religious affiliation.

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal."

"I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, and release all parties from all liability for any damage that may result from furnishing this information to you."

DATE _____ SIGNATURE _____

Email Address:_____