



## APPLICATION FOR EMPLOYMENT

We truly appreciate you taking the time to connect with us and share more about yourself. We look forward to hearing from you soon and will be in touch after reviewing all submitted documents. Thank you!

**DATE:** \_\_\_\_\_

### PERSONAL INFORMATION:

Name: \_\_\_\_\_  
(First Name) (Last Name)

Email address: \_\_\_\_\_

Phone: \_\_\_\_\_

### HOME ADDRESS:

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### POSITION DESIRED:

- Preschool Teacher  
Circle all age groups you are interested in working with: Twos Threes Fours Fives
- Substitute Teacher

Are you currently employed?  YES  NO

May we contact your current employer?  YES  NO

If you are currently employed, what interests you in seeking employment with us?

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Are you available Monday-Friday?  YES  NO

If NO, what days of the week are you available? \_\_\_\_\_

**APPLICATION FOR EMPLOYMENT (continued):** \_\_\_\_\_

(First Name)

(Last Name)

**EDUCATIONAL/ PROFESSIONAL TRAINING:**

Have you worked at a licensed day care facility in the State of Texas?  YES  NO  
If YES, have you received training hours during the last 12 months?  YES  NO

Have you had Pediatric CPR training?  YES  NO If YES, when?

\_\_\_\_\_

Have you had Pediatric First Aid training?  YES  NO If YES, when? \_\_\_\_\_

Do you hold a Degree in Early Childhood Education?  YES  NO

Do you hold a valid State of Texas Teaching Certificate?  YES  NO  
If YES, what is (are) your specific certification(s) you currently hold?

\_\_\_\_\_  
\_\_\_\_\_

Total years of teaching experience: \_\_\_\_\_

**EDUCATION RECORD**

Please list the high schools, colleges, trade schools, or business schools you have attended.

Name of Institution/ City, State	Year(s) Attended	Diploma/ Degree

**PROFESSIONAL EXPERIENCE**

Please list any relevant experience you have that pertains to this position.

Business/ Company Name	Position/ # of Years	Supervisor Name	Responsibilities

**APPLICATION FOR EMPLOYMENT (continued):** \_\_\_\_\_

(First Name)

(Last Name)

**REFERENCES:**

Please provide the names of three individuals who have worked closely with you and can offer first-hand knowledge of your character, personality, and working with children (if applicable).

Name/ Title	Phone Number	City/ State

**QUESTION & ANSWER:**

What unique skills or experiences do you offer that would be valuable for us to consider during the review of your application?

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Tell us about a situation where you had to collaborate with a coworker. What was the outcome?

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Please submit this completed application, and email copies of your resume, as well as any other pertinent information to: **Chris Conway: [cconway@fumcrockwall.com](mailto:cconway@fumcrockwall.com)**  
Please call The Ark Preschool at 972-771-5501 with any questions. Thank you!