

Daycare Employment Application

PERSONAL INFORMATION

Name			Date of Birth / /	
Address		City	State	Zip
Phone ()	Work Phone ()	Ext.	Mobile Phone ()	
Email Address		Social Security Number		

CHURCH HISTORY

Are you a member of a church?			YES		NO	
If yes, where?						
How long have you attended?						
Do you regularly attend?			YES		NO	
Have you received Jesus as your Lord and Savior?			YES		NO	
If yes, how long ago?						
What services do normally attend? Check all that apply.						
<input type="checkbox"/> Sunday Morning		<input type="checkbox"/> Wednesday Evening		<input type="checkbox"/> Other:		
Which, if any, ministry of helps, are you currently working in?						
Bookstore	<input type="checkbox"/> Clerk	<input type="checkbox"/> Inventory	<input type="checkbox"/> Ordering and Shelving	<input type="checkbox"/> Audio Duplication		
Building Presentation	<input type="checkbox"/> Housekeeping	<input type="checkbox"/> Grounds	<input type="checkbox"/> Maintenance			
Creative Productions	<input type="checkbox"/> Drama	<input type="checkbox"/> Sound Team	<input type="checkbox"/> Praise & Worship (Vocal)	<input type="checkbox"/> Video	<input type="checkbox"/> Praise & Worship (Instrumental)	
Elevate Institute	<input type="checkbox"/> Secretary	<input type="checkbox"/> Transcriber	<input type="checkbox"/> Computer Graphics			
Finance	<input type="checkbox"/> Financial Records					
IT	<input type="checkbox"/> Computers/Servers					

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Kingdom Kids	<input type="checkbox"/> Nursery	<input type="checkbox"/> Pre-school	<input type="checkbox"/> Faith Racers	<input type="checkbox"/> Heirforce
Marketing	<input type="checkbox"/> Database Marketing			
Member Services	<input type="checkbox"/> Ambassadors	<input type="checkbox"/> Ushers		
Media	<input type="checkbox"/> T.V Production	<input type="checkbox"/> Internet Media	<input type="checkbox"/> Graphic Design	
Outreach Ministries	<input type="checkbox"/> Go Ye Missions			
Pastoral Care	<input type="checkbox"/> Spiritual Guidance	<input type="checkbox"/> Follow-Up	<input type="checkbox"/> Hospital Care	<input type="checkbox"/> Altar Care
Special Events	<input type="checkbox"/> Women's Ministry	<input type="checkbox"/> Meals Ministry	<input type="checkbox"/> Singles	<input type="checkbox"/> Hospitality
Xtreme Fire Youth	<input type="checkbox"/> Junior High	<input type="checkbox"/> Senior High	<input type="checkbox"/> Music	<input type="checkbox"/> Concessions
Please list any experience or work history for the departments that you have checked.				

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List (name and address) of other churches you have attended regularly during the past five (5) years:

Name of Church	Name of Church	Name of Church
City/State	City/State	City/State
Name of Pastor	Name of Pastor	Name of Pastor
Phone	Phone	Phone

List any gifts, calling, training, education or other factors that have prepared you to work with children?

Have you ever been involved in children or youth ministry before? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, in what areas?
Why do you want to be involved with children?
Why are you seeking a position in a Christian daycare?

Devotional Life

Describe your routine of personal Bible study and prayer:
What books have you read recently that have helped you spiritually?

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Do you have any physical handicap or condition preventing you from performing certain types of activities relating to childcare work? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, please explain:			
What age group do you desire to work with?			
<input type="checkbox"/> Infants (4 weeks – 9 mos) <input type="checkbox"/> Infants (10 mos – 14 mos) <input type="checkbox"/> Toddlers (15 mos – 24 mos) <input type="checkbox"/> Two Years <input type="checkbox"/> Three Years <input type="checkbox"/> Pre-School (4 – 5 years) <input type="checkbox"/> School Age (K – 5 th grade)			
List preference of days to work: check all that apply			
<input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday			
List preference times to work: check all that apply			
<input type="checkbox"/> 6:00 – 7:00 AM <input type="checkbox"/> 7:00 – 8:00 AM <input type="checkbox"/> 8:00 – 9:00 AM <input type="checkbox"/> 9:00 – 10:00 AM <input type="checkbox"/> 10:00 – 11:00 AM <input type="checkbox"/> 11:00 – 12:00 PM <input type="checkbox"/> 12:00 – 1:00 PM <input type="checkbox"/> 1:00 – 2:00 PM <input type="checkbox"/> 2:00 – 3:00 PM <input type="checkbox"/> 3:00 – 4:00 PM <input type="checkbox"/> 4:00 – 5:00 PM <input type="checkbox"/> 5:00 – 6:00 PM			
Indicate areas of interest or ability:			
<input type="checkbox"/> Teaching in Class	<input type="checkbox"/> Art	<input type="checkbox"/> Crafts	<input type="checkbox"/> Musical Instruments
<input type="checkbox"/> Helper in Class	<input type="checkbox"/> Games	<input type="checkbox"/> Sewing	<input type="checkbox"/> Writing Creative Skits
<input type="checkbox"/> Children's Choir	<input type="checkbox"/> Drama	<input type="checkbox"/> Painting	<input type="checkbox"/> Costumes
<input type="checkbox"/> Food Service	<input type="checkbox"/> Intercessory Prayer	<input type="checkbox"/> Graphics	<input type="checkbox"/> Carpentry
<input type="checkbox"/> Electrical	<input type="checkbox"/> Object Lessons	<input type="checkbox"/> Audio/Media	<input type="checkbox"/> Office
<input type="checkbox"/> Accounting	<input type="checkbox"/> Puppets		

Position Desired

Designate in order of preference the type of position for which you are applying:
<input type="checkbox"/> Volunteer <input type="checkbox"/> Teacher <input type="checkbox"/> Aide <input type="checkbox"/> Administrative

Education

Highest degree achieved:	<input type="checkbox"/> GED <input type="checkbox"/> High School Diploma <input type="checkbox"/> 4-year college
Currently enrolled in high school completion course?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, give expected completion date:	

General Education

Name of University, College, or Business	Major Subject	Number of Years	Diploma Degree or	Date Completed
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School and Address	Completed	Certificate	

Employment Related Education Courses

Course Title	Name of School or Organization and Address	Number of Units Completed	Date Completed	Currently Enrolled

Personal References (Do not include relatives)

Name	Telephone ()
Address	Number of Years Known
Name	Telephone ()
Address	Number of Years Known
Name	Telephone ()
Address	Number of Years Known

Previous Work Experience

Employer	Telephone ()	Dates Employed	Summarize the type of work performed and job responsibilities
Address		From To	
Job Title			

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Immediate Supervisor and Title	Salary or Hourly Rate		
Reason for Leaving	\$	Per	
May we contact them for reference?			
Employer Telephone ()	Dates Employed		Summarize the type of work performed and job responsibilities
Address	From	To	
Job Title			
Immediate Supervisor and Title			
		Salary or Hourly Rate	
Reason for Leaving	\$	Per	
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Applicant's Statement

The information contained in this application is correct to the best of my knowledge. I authorize any references or churches listed in this application to give you any information they may have regarding my character and fitness for childcare. I further authorize Harvest Christian Daycare to utilize the information contained in this application to conduct a reasonable investigation of my background, suitability and fitness for childcare at Harvest Christian Daycare.

I hereby release the references provided herein and Harvest Christian Daycare from liability for any damage that may result from furnishing such evaluations to Harvest Christian Daycare and I waive any right to inspect the references provided on my behalf.

Harvest Christian Daycare admits staff of any race, color, nationality or ethnic origin. Staff is offered all rights and privileges generally afforded or made available to staff at Harvest Christian Daycare. It does not discriminate on the basis of race, color, gender, national and ethnic origin in the administration of its hiring policies, employment policies, and salary policies.

Harvest Christian Daycare retains the right to discriminate on the basis of religious Biblical principles including the sexual preference of its staff or prospective staff.

Should my application be accepted, I agree to be bound by the Statement of Faith, Code of Discipline, religious tenets, Constitution, Bylaws and all written policies of Harvest Christian Daycare and to refrain from unscriptural conduct in the performance of my services to or for the benefit of Harvest Christian Daycare.

Applicant's Signature

Date