



## GEORGIA APPLICATION FOR EMPLOYMENT (EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER)

### THANK YOU FOR CONSIDERING EMPLOYMENT OPPORTUNITIES WITH KIDS 'R' KIDS MABLETON!

Our Center is licensed through [Bright from the Start: Georgia Department of Early Care and Learning \(DECAL\)](#). DECAL is responsible for meeting the childcare and early education needs of Georgia's children and their families. In addition, our Center is accredited through [Cognia™](#), which means we are held to a set of rigorous, research-based standards and evidence-based criteria. Through the application process, we will reference a number of laws and/or regulations we are **REQUIRED** to follow. If you are unfamiliar with anything referenced, please click on the associated hyperlink.

At Kids 'R' Kids Mableton (KRKM), we recognize applying for employment can feel invasive since we ask you to provide personal information. We take privacy **VERY** seriously. Throughout the employment process, including submission of this application, you will be asked to provide certain personal information, including but not limited to your name, address, education, and employment history. We may also obtain information about you from third parties (for example, background checks and references). We obtain this information for the following purposes:

- To assess your qualifications to perform the job in which you are applying
- To verify your information, work eligibility, and perform reference checks in accordance with applicable law
- To conduct required federal and state background checks upon offer of employment
- To improve our recruitment process
- To manage records in accordance with applicable law
- Future legal defense as necessary

We will keep your application in "active status" for a maximum of thirty (30) days. This means if another job becomes available within that period, you will not need to complete a new application. Your employment application may also be shared with other Kids 'R' Kids (KRK) affiliates for other employment opportunities.

**Please note, responding "SEE RESUME" to ANY section of this employment application will constitute an incomplete application and your application will NOT be considered for employment.**

If you wish to continue seeking process, please complete the following application. You will have an opportunity to review additional terms and conditions compared to this employment application on the final page, just prior to electronically signing the document.

## PERSONAL INFORMATION

How did you hear about this employment opportunity? (check all that apply)

- ☐ Friend ☐ Relative ☐ Current/Former Parent ☐ Current/Former Employee ☐ Indeed ☐ Kids 'R' Kids Website  
☐ Other (please specify):

Please provide your full **LEGAL** name

Last Name

First Name

Middle Name

Have you ever been known by, formally or informally, another name? ☐ No ☐ Yes

If yes, please provide that/those name(s) and additional information relative to the name change, use of an assumed name, and/or nickname to ensure transparency when verifying your criminal background, work and educational record.

Please provide your current **PHYSICAL** address (no P.O. boxes) and your current **MAILING** address (if different from your physical address; can provide a P.O. box address if applicable)

### Current Physical Address

Street

City, State, Zip

How long have you lived there?

Years \_\_\_\_\_ Months \_\_\_\_\_

Have you lived at the above physical address for two (2) years or more? ☐ Yes ☐ No

If no, please provide your last two (2) physical addresses

### Previous Physical Address (1)

Street

City, State, Zip

How long did you live there?

Years \_\_\_\_\_ Months \_\_\_\_\_

### Current Mailing Address (☐ N/A – same as my physical address)

Street

City, State, Zip

### Previous Physical Address (2)

Street

City, State, Zip

How long did you live there?

Years \_\_\_\_\_ Months \_\_\_\_\_

Primary Telephone Number: ☐ Cell ☐ Work ☐ Home \_\_\_\_\_

Can we leave a voicemail?  
☐ Yes ☐ No

Alternate Telephone Number: ☐ Cell ☐ Work ☐ Home

Can we leave a voicemail?  
☐ Yes ☐ No

☐ Not Applicable

Primary Email Address:

Social Security Number:

Are you 18 years of age or older:  
☐ Yes ☐ No

Date of Birth:

My gender identity is: ☐ Female ☐ Male ☐ Non-Binary ☐ Other (please specify):

☐ Prefer not to disclose at this time

Do you consider yourself a person with a disability? ☐ No ☐ Yes ☐ Prefer not to disclose at this time

Are you of Hispanic or Latino descent? ☐ Yes ☐ No ☐ Prefer not to disclose at this time

Regardless of your response to the previous question, please check one or more of the following groups in which you identify:

☐ American Indian/Alaska Native ☐ Asian ☐ African American ☐ Black ☐ Hispanic ☐ Latino ☐ Multiracial ☐ Native Hawaiian

☐ Other Pacific Islander ☐ White ☐ Other (please specify)

☐ Prefer not to disclose at this time

The Employment Eligibility Verification (Form I-9), requirements come from [Immigration Reform and Control Act of 1986 \(IRCA\)](#). IRCA prohibits employers from hiring and employing an individual for employment in the United States (U.S.) knowing that the individual is not authorized with respect to such employment. For more information on IRCA, [click here](#).

If hired, can you provide proof you are legally authorized to work in the U.S.? ☐ Yes ☐ No  
If no, what steps must be taken for you to begin legally authorized employment?

### **Veteran Status**

Under United States Code, 2006 Edition, Supplement 5, Title 38 - Veterans' Benefits ([38 U.S. Code § 4301-4335](#)), a veteran may receive some degree of preference in certain initial employment decisions. If you believe you belong to any of the categories of veterans listed below and have not been dishonorably discharged, please indicate by checking the appropriate box below. Please note Form DD214 and/or other supporting documents will be required should you be offered a position. For more information on Veterans' Benefits, [click here](#).

☐ Not Applicable/No Veteran Status ☐ US Armed Forces Veteran ☐ Disabled Veteran (at least 10% disability) ☐ Disabled Veteran's Spouse  
☐ Deceased Veteran's Widow/Widower ☐ Prefer not to disclose at this time

## EMPLOYMENT HISTORY

Have you ever applied for employment with this Center? ☐ No ☐ Yes

If yes, please provide the year and position applied for:

Have you ever applied for employment with another Kids 'R' Kids Center within the U.S.? ☐ No ☐ Yes

If yes, please provide the year and position applied for:

Have you ever been employed by this Center? ☐ No ☐ Yes

If yes, please provide the year and position held:

Have you ever been employed by another Kids 'R' Kids Center within the U.S.? ☐ No ☐ Yes

If yes, please provide the year and position held:

The Center requires documentation of prior employment for the last ten (10) years. Please list the name of your present and/or previous employers, in chronological order, with your current/most recent employer listed first. You must include part-time, temporary, and/or seasonal employment. In the event you have been self-employed, you must provide the legally registered name of the firm and supply business references. In the event you have held more than five (5) jobs in the last 10 years, please provide a statement in your cover letter – “I have held more than 5 jobs in the last 10 years. I have included these additional jobs on my resume and recognize the Center will utilize my resume to review these additional jobs.”

**As a reminder, responding “SEE RESUME” to ANY section of this employment application will constitute an incomplete application and your application will not be considered for employment.**

Employer 1	Dates Employed		Work Performed
	From	To	
Address			
Job Title			
	Hourly Rate/Salary		
Supervisor's Name, Title & Phone Number	Starting	Final	
Primary Reason for Leaving			
Employer 2 ( <input type="checkbox"/> N/A)	Dates Employed		Work Performed
	From	To	
Address			
Job Title			
	Hourly Rate/Salary		
Supervisor's Name, Title & Phone Number	Starting	Final	
Primary Reason for Leaving			

Employer 3 ( <input type="checkbox"/> N/A)	Dates Employed		Work Performed
	From	To	
	Hourly Rate/Salary		
	Starting	Final	
Address			
Job Title			
Supervisor's Name, Title & Phone Number			
Primary Reason for Leaving			
Employer 4 ( <input type="checkbox"/> N/A)	Dates Employed		Work Performed
	From	To	
	Hourly Rate/Salary		
	Starting	Final	
Address			
Job Title			
Supervisor's Name, Title & Phone Number			
Primary Reason for Leaving			
Employer 5 ( <input type="checkbox"/> N/A)	Dates Employed		Work Performed
	From	To	
	Hourly Rate/Salary		
	Starting	Final	
Address			
Job Title			
Supervisor's Name, Title & Phone Number			
Primary Reason for Leaving			
<p>We recognize gaps in employment happen for a variety of reasons. In the last ten (10) years, have you experienced a situation in which you were out of work for six (6) consecutive months or more? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If yes, please share with us the circumstances, including military service and/or periods of voluntary and/or involuntary unemployment:</p>			
<p>In the last ten (10) years, have you ever been terminated and/or asked to resign from any position? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If yes, please briefly share the circumstances of termination and/or resignation:</p>			

Do you give the Center permission to contact your current or most recent employer? ☐ Yes ☐ No

If no, please share the rationale behind your decision:

### PROSPECTIVE EMPLOYMENT

The following information will be used to assess whether the Center's current business needs align with your desired role at the Center.

Desired employment status ☐ Full-time ☐ Part-time ☐ Temporary

The Center operates Monday through Friday. What day(s) are you available to work (check all that apply)

☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday

The Center operates from 7:00AM – 6:00PM. Are you available to work within these hours of operation? ☐ Yes ☐ No

If no, please provide times you are available to work:

While you are being considered for employment, do you currently have a commitment to another employer that may affect your employment at the Center? ☐ No ☐ Yes

If yes, please provide more information relative to the impact this commitment may have on your employment at the Center:

If you are offered a position at the Center, will you need to provide notice to your current employer? ☐ No ☐ Yes

If yes, please provide the amount of notice you will need to provide your current employer and an estimated/desired start date at the Center:

How many years of job experience do you have in an early childhood education environment?

☐ Less than 1 year ☐ 1 – 3 years ☐ 3 years or more

What is your most desired position? (please check ONE)

☐ Lead Teacher ☐ Assistant Teacher ☐ Floater ☐ Summer Camp ☐ Bus Driver ☐ Food Service  
☐ Director ☐ Assistant Director

Is there an age group you have a desire to work with? (please check all that apply)

☐ Infants ☐ One Year Olds ☐ Two Year Olds ☐ Three Year Olds ☐ Pre-K ☐ School Age  
☐ N/A – Bus Driver ☐ N/A – Food Service ☐ N/A – Director/Assistant Director

What is your desired salary/wage? \$ \_\_\_\_\_ ☐ Per hour ☐ Per year

Do you have any friends and/or relatives currently working at this Center? ☐ No ☐ Yes

If yes, please provide their full name and your relationship:

Are you interested in learning about our childcare benefit offered to eligible employees? ☐ No ☐ Yes

If yes, please provide the name(s) and age(s) of child/ren that may be eligible to enroll at the Center under this benefit:

## EDUCATION

Please provide information relating to your formal education in the table below. You must provide the name of **EVERY** school/institution attended, even if you did not complete the program.

**As a reminder, responding “SEE RESUME” to ANY section of this employment application will constitute an incomplete application and your application will NOT be considered for employment.**

Education	Years Completed	School Name & Location (City, State)	Describe Course of Study or Major	Describe Specialized Experience, Training, Skills, and Extra-Curricular Activities
High School/GED	9 10 11 12			
College/University	1 2 3 4			
Graduate/Professional	1 2 3 4			
Trade or Correspondence				
Other Program				

Do you hold any specific credentials relative to early childcare education (e.g., CDA, TCC, TCD)? ☐ No ☐ Yes

If yes, please list each credential and the year obtained:

Do you have any other professional designations, certifications, licenses, and/or continuing education that may be applicable to the position you are applying? ☐ No ☐ Yes

If yes, please provide additional information, including the name(s) of organizations associated with such designations and the year(s) obtained:

Pursuant to [DECAL' Georgia Comprehensive Rules and Regulations 591-1-1-.14](#) (Ga. Comp. R. & Regs. R.), the Center must have at least fifty percent (50%) of the caregiver staff successfully complete and receive certification of First Aid Training (triennially) and Cardiopulmonary Resuscitation (CPR) (biennially).

Are you currently certified in CPR? ☐ No ☐ Yes

If yes, when does your certification expire?

Are you currently certified in First Aid? ☐ No ☐ Yes

If yes, when does your certification expire?

## CHILDCARE PHILOSOPHY

The Center's top priority is ensuring the safety, health, and overall wellbeing of our children and their families. Please respond to the questions below. Keep in mind there are no right or wrong answers. Our goal in asking these questions is to help guide conversations during the interview portion of the application process.

What is your personal philosophy when it comes to the education and development of children?

What do you believe creates a happy, resilient, and responsible child?

Every child is born with a unique temperament and set of gifts. Please share how you would encourage a child to focus on their gifts?

Positions in the childcare industry involve daily situations that can be considered stressful. Please share with us at least one (1) way you manage stress.

Please share any other direct experience or skills you have that you believe would be relevant and beneficial to the job you are applying for.

## CRIMINAL BACKGROUND

Code Federal Regulation (C.F.R.) are federal laws that require states to follow policies and procedures to conduct criminal background checks for childcare staff members (including prospective childcare staff members) of all licensed, regulated, and/or registered childcare providers. Pursuant to [45 C.F.R. § 98.43](#) and [DECAL's Ga. Comp. R. & Regs. R. 591-1-1-.09](#) and in accordance with the above-referenced federal law, the Center is required to perform a criminal record and comprehensive background check on any prospective employee. This includes Georgia, as well as other states you may have lived in the last five (5) years.

Have you lived in the State of Georgia for five (5) or more **CONSECUTIVE** years? ☐ Yes ☐ No

If no, please indicate the State(s), U.S. Territory(ies) (American Samoa, Guam, the Northern Mariana Islands, Puerto Rico, the U.S. Virgin Islands), and/or Tribal Land(s) in which you have resided within the last five (years). In the event you have lived in more than five (5) states over the last 5 (five) years, please include the following statement on your cover letter – "I have lived in more than 5 states over the last 5 years. I will provide the remainder of my residences when moving forward with the criminal records check."

City	State	County	Dates of Residence



Having a criminal record does not constitute an automatic bar to employment with the Center. Factors such as age and time of the offense, seriousness and nature of the violation, and any rehabilitation efforts will be considered. For more information on DECAL's criminal records check policy, [click here](#).

Pursuant to [45 C.F.R. § 98.43](#) and the Official Code of Georgia Annotated (O.C.G.A.) [§ 16-12-1.1](#), there are, however, some offenses that make any individual convicted of such offenses ineligible to work within the childcare industry. For a list of offenses, [click here](#).

By submitting this application, you are consenting to a criminal record and comprehensive background check in accordance with federal and state law. Are there any offenses you would like to share with us at this time? ☐ No ☐ Yes ☐ I will discuss during my personal interview

If yes, please provide relevant details below

### BUS DRIVER APPLICANTS ONLY

Complete this section if driving is an **ESSENTIAL** function of the job you are looking for. Applicants seeking a driving role must have a valid CDL and must complete this supplemental information, along with the formal employment application.

Do you have a valid and current Georgia-issued driver's license? ☐ No ☐ Yes

If yes, please provide your license number and expiration date:

Do you have a valid and current driver's license issued by another state? ☐ No ☐ Yes

If yes, please provide the state, license number, and expiration date:

If no, please provide information as to why you do not have a valid and current Georgia-issues driver's license:

Has your license ever been suspended? ☐ No ☐ Yes

If yes, please provide the reason(s) for suspension and date(s) of reinstatement:

Has your license ever been revoked? ☐ No ☐ Yes

If yes, please provide the reason(s) for revocation and date(s) of reinstatement:

Do you have a current automobile policy on your personal vehicle? ☐ Yes ☐ No

If no, please provide the reason(s) and the last date(s) in which you had personal automobile insurance:

Have you ever been denied automobile insurance on your personal vehicle? ☐ No ☐ Yes

If yes, please provide the reason(s) for denial and the date(s) of denial:

Has your personal automobile insurance ever been terminated? ☐ No ☐ Yes

If yes, please provide the reason(s) for termination and the date(s) of reinstatement:

Have you ever been convicted of, pleaded guilty or nolo contendere to a charge of Driving While Intoxicated (DWI) and/or Driving Under the Influence (DUI)? ☐ No ☐ Yes

If yes, please provide the charge(s), plea(s), and date of each/all charges:

Do you currently have any DWI/DUI charges pending? ☐ No ☐ Yes

If yes, please provide charge(s), date of each/all charge(s), and next court date:

Have you received a reportable moving traffic violation in the last five (5) years? ☐ No ☐ Yes

The Georgia Reportable Violation Codes List is provided for reference purposes to all Georgia courts to determine which Uniform Traffic Citations (UTC) are forwarded to The Georgia Department of Driver Services (DDS) for further processing and posting to driver records. Only the violation codes contained on this list are reportable to DDS. For a list of UTCs, [click here](#).

If yes, provide details in the table below:

VIOLATION	DATE	CITY & STATE	COMMENTS

## APPLICANT'S PRIVACY NOTICE

The following Applicant's Privacy Notice (this "Notice") explains federal and state laws we adhere to, including but not limited to the categories of information that we collect during the application process, how we use that information, and how long it will be retained.

This Notice constitutes an agreement between you (collectively, "you," or "I") and Kids 'R' Kids Mableton (KRKM) and any other entity over which Kids 'R' Kids International, LLC has control (collectively, "Kids 'R' Kids," "KRKM," "KRK," "the Center," "us," "our," or "we"). At KRKM, we recognize that privacy is important, and we encourage you to read this notice **CAREFULLY** prior to submitting your application.

As used in this Notice, "Personal Information" means information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, with a KRKM applicant, employee, and/or their household, including but not limited to identifiers; characteristics of protected classifications; biometric information; professional, educational and employment-related information; and internet activity.

### **Personal Information We Collect About You**

KRKM collects certain Personal Information during the application process to evaluate job applicants for various positions with the Center. We collect this Personal Information during the application process from the following sources:

#### **Your Job Application**

We collect the Personal Information you provide when you fill out our job application form and submit for consideration of employment. This includes:

- Identifiers like your full name, home address, telephone number, email address, and identification numbers. We use this information to communicate with you about your application
- Employment-related and educational information, including non-public education information, such as your professional qualifications, professional memberships, educational achievements, diplomas, transcripts, languages, computer skills, national service completion (if applicable). We use this information to evaluate your application and to communicate with you about your application
- Employment-related information relating to whether (i) you have ever been convicted of or pleaded guilty, no contest or nolo contendere to a crime or (ii) a child protective services agency, or any similar governmental agency, ever made findings that you were cited, indicated, substantiated, or founded for child abuse or neglect. We also collect employment-related information relating to whether you have ever been discharged or asked to resign from a position. We use this information in accordance with federal, state and, local regulation. We also use this information to comply with federal and state employment laws
- Employment-related information and other Personal Information as necessary to confirm whether you are authorized to work in the United States
- Protected classification characteristics, such as veteran's status, disability status, gender, and ethnicity. Answering these questions is optional, and any Personal Information provided in response to these questions is voluntary and provided by you with your consent. We use this information for our internal business processes and to comply with federal, state, and local employment laws

### **Third Parties**

We may collect Personal Information about you from certain third parties throughout the application process to achieve our legitimate interest of staffing KRKM and KRK positions with the most qualified applicants. This Personal Information may include:

- Professional or employment-related information that your professional references may provide to KRKM and/or KRK
- Non-public education information that your professional references may provide to KRKM and/or KRK
- Information about your criminal history, if any, from state-approved agencies to run criminal background checks
- Personal Information that you may choose to include in publicly accessible sources (e.g., LinkedIn, Facebook, Instagram) where you have a profile or that are included in publicly available records

### **Additional Personal Information**

We collect additional Personal Information with your consent that you may choose to provide us voluntarily, such as:

- Personal Information that you include in your resume or cover letter
- Personal Information that we need to collect to comply with state licensing requirements and our employment-related obligations under federal, state, and local laws

## **How We Use Your Personal Information**

We use the Personal Information we collect about you to achieve our legitimate interest of assessing your qualifications for the position for which you have applied before deciding whether or not to make you an offer of employment with KRKM or enter into a contract with you, as the case may be. KRKM may also use the Personal Information we collect about you to:

- Assess your skills, qualifications, and suitability for the role
- Conduct background and reference checks, where applicable
- Communicate with you about the application process
- Improve our recruitment/application process
- Keep records related to our hiring processes, as required by law
- Comply with state licensing regulations
- Comply with legal or regulatory requirements
- Support our legal defenses, as necessary

Once you submit your application, Personal Information is then processed in accordance with applicable state and local law to decide whether there is a mutually beneficial connection. If we decide to call you for an interview, we will use the Personal Information you provide to us during the interview process to determine whether to offer you a position in accordance with any applicable state and local law. We may also print your application details or other Personal Information to include in an applicant or employee file to meet state licensing and record maintenance requirements.

We reserve the right to use your Personal Information in a deidentified form or in the aggregate to generate internal reports about our recruiting efforts and to run outreach marketing campaigns for hiring events. We do this to achieve our legitimate interests of streamlining our recruitment and applicant process and improving our ability to attract and retain top talent to join KRKM and/or KRK.

## **Children's Privacy**

KRKM recognizes the need to provide further privacy protections with respect to Personal Information of children. We do not knowingly collect any Personal Information for our recruitment process from children thirteen (13) years of age or under without obtaining prior consent from the child's parent or legal guardian. If a child under age 13 wishes to apply for employment with KRKM, the child's parent or legal guardian must contact KRKM to provide written consent before we will accept the application or submission of any other Personal Information from the child. If you are under 13, do not use KRKM's website, this employment application, submit an application with KRKM, or provide KRKM with any Personal Information such as your name, address, telephone number, email address, or any screen name or user name you may use. If we learn we have collected or received Personal Information from a child under 13 without verification of parental consent, we will delete that information. If you believe we might have any information from or about a child under 13, please contact us immediately at (678) 213-2184.

## **Retention**

If you accept an offer of employment with KRKM, we are required by law to retain your Personal Information provided by you during the application process for a period of seven (7) years after your termination date. If your application is declined, we will retain your Personal Information provided during the application process for a period of one (1) year after your last application date. We retain your Personal Information to maintain a record of our recruiting practices in the event of a legal or regulatory inquiry. We reserve the right to retain your Personal Information for longer periods as necessary to comply with a litigation hold. At the end of the retention period, we will securely destroy your Personal Information in accordance with our Company Records Retention and Storage Policy.

## **Sharing Your Personal Information**

We may share your Personal Information with vendors that provide us with numerous services ("Service Providers") as needed to perform their contractual obligations to KRKM and/or KRK. For example, we may share your Personal Information with a Service Provider for the purpose of assessing your job application, to perform background checks, or to determine whether an application qualifies for certain employment or tax programs. All Service Providers are required to take appropriate security measures to protect your Personal Information in line with our policies and federal, state, and local regulations. We do not allow our Service Providers to sell or disclose your Personal Information or use your Personal Information for their own purposes. We only allow Service Providers to process your Personal Information for specified purposes and in accordance with our instructions. KRKM/KRK does not sell applicants' Personal Information.

## **Data Security**

KRKM/KRK employs commercially appropriate and reasonable physical, electronic, and procedural safeguards, both online and offline, to maintain the security, confidentiality, and integrity of information that we collect about you. We have put in place procedures to respond to suspected security incidents. We will let you know and any applicable regulator of a suspected security incident where we are legally required to do so.

## **Contact**

Please direct any questions you might have about this Notice by calling (678) 213-2184.

By continuing with the recruitment process, you consent to this Notice and the collection and use of information as described above. If you decline the terms of this Notice or if you refuse to provide Personal Information that is necessary for us to consider your application, we will not be able to further process your employment application.

## APPLICANT'S STATEMENT

I understand that Kids 'R' Kids Mableton ("the Center") is lawfully required to adhere to employment practices in alignment with the following Federal Laws:

- [Title VII of the Civil Rights Act of 1964](#) makes it illegal to discriminate against a person on the basis of race, color, religion, sex, or national origin
- [The Pregnancy Discrimination Act of 1978](#) makes it illegal to discriminate against a woman because of pregnancy, childbirth, or a medical condition related to pregnancy or childbirth
- [The Equal Pay Act of 1963](#) makes it illegal to pay employees different wages if they perform equal work in the same workplace
- [Title I of the Americans with Disabilities Act of 1990](#) (ADA) makes it illegal to discriminate against a person with a disability
- [The Age Discrimination in Employment Act of 1967](#) (ADEA) protects people who are age forty (40) or older from discrimination because of age
- [The Bankruptcy Act of 1898 \(Title 11 U.S. Code § 525\)](#) prohibits discrimination in employment decisions against people who have declared bankruptcy
- [Title II of The Genetic Information Nondiscrimination Act of 2008 \(GINA\)](#), makes it illegal to discriminate against employees or applicants because of genetic information. Genetic information includes information about an individual's genetic tests and the genetic tests of an individual's family members, as well as information about any disease, disorder or condition of an individual's family members (i.e., an individual's family medical history)

Each of the afore-mentioned acts provides protection for employees from employer retaliation if a complaint is filed.

I understand by submitting this application, I have officially applied for employment with the Center and have provided relevant information about my previous employment. In alignment with Fair Credit Reporting Act (FCRA) ([Title 15 U.S.C. § 1681](#)), I authorize the Center to conduct a reference check with my present and/or previous employer(s). I understand that reference information may include, but not limited to, verbal and written inquiries or information about my employment performance, professional demeanor, rehire potential, dates of employment, salary and employment history. My electronic signature on this application provides authorization to my former and/or current employers and references to release information regarding my employment record with their respective organizations and to provide any additional information that may be necessary for employment consideration, whether the information is positive, neutral, or negative. I knowingly and voluntarily release all former and current employers, references, and the Center from any and all liability arising from their giving or receiving information about my employment history, my academic credentials or qualifications, and my suitability for employment with the Center. For more information on the FCRA, click [here](#).

I further authorize the Center to obtain feedback and references from my supervisors over the course of my employment with the Center. I understand that subsequent and continued employment with the Center may be subject to this feedback. I also authorize the Center to provide truthful information concerning my employment to future employers and I agree to hold it harmless for providing such information, whether positive, neutral, or negative.

I understand I have the right to deny the Center permission to contact previous employers. In the event I exercise this right, I must do so in writing (via separate letter) and agree to provide adequate documentation to prove previous employment (e.g., paystub, W-2, or other tax document). I agree to provide this letter and documentation at the time of application submission. If I do not provide such a written letter, I understand I am waiving my right to deny the Center permission to contact previous employers.

The Center is a drug free workplace and therefore must abide by O.C.G.A. [§ 34-9-415](#) law. I certify that I do not and will not use illegal drugs. I understand that the Center reserves the right, to the extent permitted by law, to require drug and alcohol screening tests of an applicant or an employee, either prior to employment or at any time during employment. I hereby give my consent to any such tests. I consent to the release of the test results of any such tests to the Center and/or its designee. I release the Center and/or its designee from any and all liability and damages that may result or arise from any drug test or the provision of information in connection with such a test. For more information on Georgia's Drug Free Workplace law, click [here](#).

I understand the Center is accredited through Cognia™ and is licensed through DECAL. Under O.C.G.A. [§20-1A-1](#), the Center must operate under the Rules and Regulations as referenced in [Ga. Comp. R. & Regs. R. 591-1-1-1](#). In addition, I understand that other specific federal, state, and county laws, regulations and rules apply to the Center's operation and I agree to comply with all such applicable laws, regulations, and rules. I also agree to comply with all applicable laws, regulations, and rules that may apply to my initial certification/on-boarding and continued certification during my employment for the Center. For more information on DECAL's Comprehensive Rules and Regulations, click [here](#).

The Center, in alignment with the State of Georgia, recognizes the doctrine of employment at will. Employment at will means an employer may terminate an employee for good cause, bad cause, or no cause at all, so long as it is not an illegal cause. I understand my employment with the Center is at-will. This means my employment is for an unspecified period of time and is subject to termination by me or the Center, with or without cause, with or without notice, and at any time. Nothing in this statement or any other policy of the Center shall be interpreted to be in conflict with or to eliminate or modify in any way, the employment at will status of the Center's employees. The employment at will status of an employee will not

change since the State of Georgia has not implemented any of the following employment at-will exceptions: public policy, implied contract, or good faith. By electronically submitting this application, I acknowledge and understand that employment with the Center is at-will, and that nothing in this application or Employee Handbook constitutes a contract of express or implied employment. For more information on employment at will doctrine, click [here](#).

I certify that the information given by me on this application and during the interview process is true and complete in all respects, and I agree that if the information is found to be false, misleading, or unsatisfactory in any respect (in the Center's judgment), that I will be disqualified from consideration for employment. I agree I am subject to immediate termination if the Center discovers I have provided any false, misleading, or unsatisfactory information through the term of my employment. In the event I am terminated, either with or without cause, and decide to pursue legal action, I understand the Center can utilize, if discovered, any after-acquired evidence to dispute my claim.

**DO NOT ELECTRONICALLY SIGN UNTIL YOU HAVE FULLY READ,  
UNDERSTAND, ACCEPT, AND CONSENT TO THE ABOVE  
APPLICANT'S PRIVACY NOTICE AND APPLICANT'S STATEMENT.**

The following electronic signature is provided in compliance with the United States Electronic Signatures in Global and National Commerce Act of 2000, 15 USC §7001, et seq. ("E-SIGN Act") and the Uniform Electronic Transactions Act of 1999 ("UETA Act"), which was adopted by the State of Georgia on July 1, 2009. For more information on the Federal E-SIGN Act, [click here](#). For more information on Georgia's adoption of the UETA Act, [click here](#).

Please signify your acceptance and willingness to formally apply for a position at Kids 'R' Kids Mableton by entering the information requested in the fields below.

[Type Full Legal Name]

**INSTRUCTIONS FOR SUBMISSION**

Once you have completed the electronic signature process, please email your completed employment application along with a cover letter, resume, and any additional supporting documentation to [shanna@krkmableton.com](mailto:shanna@krkmableton.com). Thank you again for choosing Kids 'R' Kids Mableton as a potential future employer!