



EQUALITY LEARNING CENTERS
APPLICATION FOR EMPLOYMENT AN EQUAL OPPORTUNITY EMPLOYER

INTRODUCTION

Kids 'R' Kids is a full-service Quality Child Care Center. Each center is individually owned and operated by families such as your own who wish to provide today's parents Quality Child Care.

At Kids 'R' Kids we teach the often-underestimated art of Quality Child Care along with the needs and expectations of parents and children.

Kids 'R' Kids is rated as one of the top ten Child Care Centers throughout the United States. If employed, you will be expected to perform at the level that rates among the highest in the nation.

Thank you for considering Kids 'R' Kids for your employment needs.

EQUAL OPPORTUNITY POLICY

Kids 'R' Kids is an equal opportunity employer. In all our employment practices, including hiring, we are firmly committed to equal opportunity without regard to race, religion, color, sex, age, national origin, citizenship, disability, or any other basis of discrimination prohibited by applicable local, state or federal law. No question on this application is used for the purpose of limiting or excluding any applicant's consideration for employment on such grounds.

ANSWER ALL QUESTIONS. INCOMPLETE APPLICATIONS WILL BE REJECTED. PLEASE PRINT

APPLICANT'S CERTIFICATION

Pursuant to Georgia Department of Human Resources Rules and Regulations for Day Care Centers. effective March 1, 1991, rule 290-2-2-09 Administration and Staff Requirements (Director, Assistant Director, Lead Teacher, etc.), certify to the following:

1. I _____ Am not suffering from any physical handicap or mental health disorder, which would interfere with my ability to perform adequately the assigned job duties and in accordance with State Child Care Rules Regulations of providing for the care and supervision of the children under my care at this time.
2. I do not have a criminal record: and.
3. I _____ Never have been found by credible evidence, e.g., a court or jury. a department investigation or reliable evidence to have abused, neglected or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct as initially evidenced by an oral or written statement to this effect obtained by the administrator from the employee at the time of this application.
4. I will comply with all state requirements for initial certification and to continue certification.

Signature of Applicant

Date

DRUG POLICY

NO DRUG USE POLICY: Kids 'R' Kids does not hire persons who use illegal drugs. All persons hired at Kids 'R' Kids will be required to take and pass a strict screen for illegal drugs, and may be subject to periodic tests for illegal drugs.

I hereby certify that I [check one] do ___ do not ___ use illegal drugs.

Signature of Applicant

Date

PERSONAL INFORMATION

Application Date	Social Security Number	Last Name	First Name	Middle
Street Address	City	State	Zip	

Home Telephone: ()

Emergency Contact:

Emergency Telephone: ()

Relationship:

Would you be known to any employer, school or reference under another name? Yes ___ No ___

If so, indicate what names:

Are you at least 18 years of age?	Yes	No	Are you at least 21 years of age if applying as a director?	Yes	No
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Specify position(s) desired. (An "ANY" response is unacceptable.)

Assistant Director ☐ Lead Teacher ☐ Teacher Substitute ☐ Dietitian ☐ Bus Driver ☐ other ☐

Preferred Age Group: 6wk.-10mo., 10mo.-20mo., 20mo.-30mo., 2-1/2-3, 3-1/2-4, 4, 5, School Age

Salary / Wage expected \$ Per:	Employment desired: Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary <input type="checkbox"/>
If Hired, when could you start work? Date _____	

Have you ever filed an application or been employed here before or at another Kids 'R' Kids?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, when? Date _____ Where? _____
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List any relatives or friends working at any Kids 'R' Kids. (Give name and relationship)

Have you ever been convicted of a crime (including any guilty, no contest or similar please)? [Exclude minor traffic violations unless applying for bus driver position.] If yes, give all details.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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Are you currently on layoff status, leave of absence or other suspension of employment and subject to recall with another employer? If yes, give all details	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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PERSONAL REFERENCES

Legal considerations require us to request that you not include your previous employer, minister, pastor or other religious person; also do not list any relative.

NAME	ADDRESS	TELEPHONE	OCCUPATION

U.S. MILITARY SERVICE

Branch	Highest Rank	Date Entered	Date Discharged
Type of Discharge	Are you in a Reserve Unit? Yes <input type="checkbox"/> No <input type="checkbox"/>	Service School	

SOURCE

How did you learn about us? Friend ☐ Relative ☐ Advertisement ☐

State Employment Service	Private Employment Agency Name of Agency
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EDUCATION

	NAME	CITY/STATE	YEARS	TYPE OF DEGREE	MAJOR AREA OF STUDY
High School					
College					
Business School					
Vocational School					
Other Training					

Are you current in First Aid Training? Yes ☐ No ☐

Are you current in CPR Training? Yes ☐ No ☐

Do you hold any certificates for child care training? Yes ☐ No ☐

Please list certificates: _____

EMPLOYMENT RECORD

List each job held. Start with your present or last job. Include military service. Explain any gaps below in the space provided.

Employer	Dates		Work Performed
	From	To	
Address			
Salary			
Job Title	Starting	Final	
Supervisor			
Reason for leaving:			

Employer	Dates		Work Performed
	From	To	
Address			
Salary			
Job Title	Starting	Final	
Supervisor			
Reason for leaving:			

Employer	Dates		Work Performed
	From	To	
Address			
Salary			
Job Title	Starting	Final	
Supervisor			
Reason for leaving:			

Employer	Dates		Work Performed
	From	To	
Address			

Job Title	Salary		
	Starting	Final	
Supervisor			
Reason for leaving:			

If you need additional space, please continue below and or on a separate sheet of paper.

Explain any employment gaps:

PERSONAL HISTORY

Smoking is Not Permitted In The Center Or Anywhere On The Premises Or Bus.

Do you have access to transportation? Yes ☐ No ☐

Do you have children that will attend Kids 'R' Kids? Yes ☐ No ☐

If yes, please list:

Age _____ Age _____ Age _____ Age _____

Grade _____ Grade _____ Grade _____ Grade _____

Would you be willing to participate in a training program for teachers? Yes ☐ No ☐

Are you involved in any extracurricular activities outside of your job? Yes ☐ No ☐

If yes, please list activities that would affect your attendance:

What is your philosophy in educating preschool children?

What is your experience with children? (Indicate ages of children, duties, dates worked, reason for leaving)

NOTES (For Office Use Only)

AGREEMENT AND CERTIFICATION

(PLEASE READ THE FOLLOWING CAREFULLY AND SIGN IN THE SPACE PROVIDED)

I hereby certify that the facts set forth in this employment application (and accompanying resume, if any) are true and complete to the best of my knowledge, and I agree and understand that any misrepresentation of information or failure to disclose information during the employment application process may disqualify me from further consideration for employment and, if employed, will subject me to dismissal. If I am offered employment, I understand I may be required to submit to a physical examination designed to determine whether I am able, with or without reasonable accommodation, to perform the essential functions of the job offered, as specified by Kids 'R' Kids, and that final acceptance for employment is subject to me successfully passing this physical examination. I further understand that any misrepresentation of information or failure to disclose information at the time of my physical may result in employment disqualification or dismissal.

I understand that in connection with my application for employment an inquiry into my background may include an investigative consumer report, which provides applicable information concerning character, general reputation, personal characteristics and mode of living. I understand that I have the right to make a written request within a reasonable period of time for information as to the nature and scope of any such report.

If employed, I agree to conform to all Kids 'R' Kids rules and regulations and all Federal, State, and local rules and regulations. In this regard, I understand that Kids 'R' Kids may, at its discretion, conduct searches of lockers, lunch boxes, tool boxes, clothing, purses, briefcases, vehicles, desks, work areas, and other personal or Kids 'R' Kids property, and I hereby consent to such search. I also understand and agree that if employed, my employment is for an indefinite period of time, that either I or Kids 'R' Kids may terminate my employment at will at any time, with or without cause or notice. I hereby disclaim the existence of any contract of employment, either express or implied.

This Application is current only for 60 days. At the conclusion of this time, if I have not heard from Kids 'R' Kids and still wish to be considered for employment, I understand that it will be necessary for me to submit a new application.

This Agreement contains and represents the entire agreement between Kids 'R' Kids and me concerning the topics discussed herein. There are no oral or collateral agreements of any kind concerning such topics. I further understand and agree that this Agreement cannot be orally modified and that any subsequent modification of this agreement including the at-will state of employment I seek, must be in writing and duly executed by Kids 'R' Kids President or his or her designee.

I certify that I am a true and bona fide job applicant honestly interested in the position(s) for which I have applied, and am seeking employment with Kids 'R' Kids solely to provide me the benefits of a job and for no other purpose.

Signature

Date

AUTHORIZATION TO RELEASE INFORMATION

I agree and understand Kids 'R' Kids and its agents may investigate or seek information concerning my background and / or previous employment, whether of record or not. I further agree and understand that if employed, Kids 'R' Kids may at any time seek any information from whatever source which in its discretion it deems relevant to my employment. Accordingly, I hereby authorize the previous employers and references listed in my application, any medical facility or related personnel, or any other source contacted by Kids 'R' Kids to give Kids 'R' Kids any and all information concerning my previous employment, my medical condition or any medical treatment, or any other information they may have, personal or otherwise. I hereby release Kids 'R' Kids and its agents, any previous employers, any medical facility or related personnel, and any other persons or entities whatsoever involved in such an investigation or inquiry from all liability of any kind, including any damages on account of the furnishing of such information.

I further understand that my Criminal Records Check will be sent in the date of hire and my employment at Kid 'R' Kids #22 may be terminated if my Records Check is not in compliance with State and Child Care Standards.

Signature of Applicant

Date

Notes:

[illegible]