



(2010)

## ASSISTANT TEACHER EMPLOYMENT APPLICATION

NAME \_\_\_\_\_ EMAIL \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ EMERGENCY PHONE \_\_\_\_\_

U. S. CITIZEN OR LEGALLY ENTITLED TO WORK IN U.S.? YES / NO

POSITION APPLYING FOR: (CIRCLE ONE) INFANT / TODDLER / PRESCHOOL

DESIRED SALARY? \_\_\_\_\_ DATE YOU CAN START? \_\_\_\_\_

ESSENTIAL FUNCTIONS OF THE POSITION INCLUDE: LIFTING CHILDREN OR EQUIPMENT, CHANGING DIAPERS, AND PERFORMING ANY OTHER CHILDCARE RELATED DUTIES.

CAN YOU PERFORM THESE FUNCTIONS WITH OR WITHOUT REASONABLE ACCOMODATONS? YES / NO

HAVE YOU EVER BEEN CONVICTED OF A CRIME? \_\_\_\_\_

IF YES PLEASE EXPLAIN: \_\_\_\_\_

### **EDUCATION**

NAME OF HIGH SCHOOL(S)	CITY/STATE	GRADUATE? YES / NO
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1. _____	_____	_____
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2. _____	_____	_____
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NAME OF COLLEGE(S)

1. _____	_____	_____
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2. _____	_____	_____
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PLEASE LIST ANY EDUCATIONAL OR PROFESSIONAL ORGANIZATIONS YOU BELONG TO THAT YOU BELIEVE ARE RELEVANT TO THE CONSIDERATION OF YOUR APPLICATION. \_\_\_\_\_

WHAT ARE YOUR PROFESSIONAL GOALS? \_\_\_\_\_

DO YOU HAVE A SPECIAL TALENT OR INTEREST THAT YOU BELIEVE WOULD BE RELEVANT TO THE CONSIDERATION OF YOUR APPLICATION? \_\_\_\_\_

**EMPLOYMENT HISTORY**

PLEASE LIST MOST RECENT EMPLOYMENT FIRST

NAME OF EMPLOYER CITY/PHONE#	SUPERVISOR'S NAME	TO / FROM	POSITION/DUTIES	REASON FOR LEAVING
1. _____ _____	_____	_____	_____	_____
2. _____ _____	_____	_____	_____	_____
3. _____ _____	_____	_____	_____	_____
4. _____ _____	_____	_____	_____	_____

VOLUNTEER OR UNPAID EXPERIENCE: \_\_\_\_\_  
\_\_\_\_\_

MAY I CONTACT THESE EMPLOYERS? YES / NO IF NO, PLEASE EXPLAIN. \_\_\_\_\_

**REFERENCES**

**PROFESSIONAL**

NAME AND PHONE NUMBER	OCCUPATION	TITLE
1. _____	_____	_____
2. _____	_____	_____

**ACADEMIC**

NAME AND PHONE NUMBER	SCHOOL	TITLE
1. _____	_____	_____

**PERSONAL**

NAME AND PHONE NUMBER	RELATIONSHIP	YEARS KNOWN
1. _____	_____	_____
2. _____	_____	_____

## QUESTIONS

1. WHY YOU WOULD LIKE TO BE HIRED FOR THIS POSITION? \_\_\_\_\_

\_\_\_\_\_

2. LIST AT LEAST TWO OF YOUR STRENGTHS AND WEAKNESSES. \_\_\_\_\_

\_\_\_\_\_

3. FROM YOUR PAST EXPERIENCES WHAT ARE SOME OF YOUR LIKES AND DISLIKES IN CARING FOR CHILDREN OR WORKING IN A CHILDCARE SETTING? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. PLEASE EXPLAIN HOW YOU WOULD HELP HANDLE DISCIPLINE IN THE CLASSROOM. \_\_\_\_\_

\_\_\_\_\_

5. EXPLAIN HOW YOU WOULD ASSIST A TEACHER DURING AN ART ACTIVITY. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. PLEASE DESCRIBE YOURSELF IN ONE WORD. \_\_\_\_\_

7. HOW WOULD YOU RATE YOURSELF 1-10 (TEN BEING GREAT)

A. ORGANIZATION? \_\_\_\_\_ B. CLEANLINESS? \_\_\_\_\_ C. TEAM PLAYER? \_\_\_\_\_

D. LIKABILITY? \_\_\_\_\_ E. HANDLE CRITICISM? \_\_\_\_\_ F. CREATIVITY? \_\_\_\_\_

8. AS PART OF THE INTERVIEW, WOULD YOU BE WILLING TO SPEND A FEW HOURS IN A CLASSROOM WORKING WITH THE CHILDREN? YES / NO IF YES, WHAT IS A GOOD TIME TO SCHEDULE? \_\_\_\_\_

9. PLEASE USE THE AREA BELOW TO LIST ANY QUESTIONS YOU MAY HAVE. \_\_\_\_\_

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**THANK YOU!**