

Position	_____
Start Date	_____
Hours	_____
Orientation	_____
Wage	_____

# *Hillcrest Kids*

*Providing quality Christian childcare*

## Application for Employment or Volunteer Service

This agency does not discriminate in its hiring practices on the basis of race, sex, national origin, age or handicapping condition. You must be over 16 years old to work with supervision in a childcare facility. You must be over 18 years old to have sole charge of a group of children. Employment or volunteer service in a licensed childcare agency is conditioned on a background check completed by the licensing unit. Upon employment, you will be required to show proof of identity and citizenship.

**Position Applying For:** Toddlers Preschool Kindergarten 1<sup>st</sup> – 5<sup>th</sup> grade Other

**DAYS/HOURS WILLING TO WORK:** \_\_\_\_\_

Seasonal Summer  September to June  Year round

**DATE AVAILABLE TO BEGIN WORK:** \_\_\_\_\_ **Today's Date** \_\_\_\_\_

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY, STATE, ZIP** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_ **CELL** \_\_\_\_\_

**Are you 18 years or older? \_\_\_\_\_ If not 18, state age. \_\_\_\_\_**

Are you a citizen of the United States? YES NO

If not a citizen of the U.S., have you the legal right & required documents to work in the U.S? YES NO

**DO YOU HAVE A CURRENT:** **YES NO**

Washington State STARS certification? \_\_\_\_\_

Tubercular (TB) Test Result? \_\_\_\_\_

Standard First Aid Card? \_\_\_\_\_

Cardiopulmonary Resuscitation (CPR) Card? \_\_\_\_\_

Washington State Driver's License? \_\_\_\_\_

Certificate of HIV/AIDS/BBP Training? \_\_\_\_\_

Washington Food Service Worker Permit: \_\_\_\_\_

Office Use Only
Interview Date _____
_____
_____
_____

High School Graduate/General Education Development (GED) Test Passed? \_\_\_\_\_  
Early Childhood Education Coursework in High School? \_\_\_\_\_

**POST HIGH SCHOOL TRAINING** (College, Business School, Military etc.)

NAME/LOCATION: \_\_\_\_\_ CREDITS EARNED: \_\_\_\_\_ DEGREE \_\_\_\_\_ MAJOR/SUBJECT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CONFERENCES, WORKSHOPS YOU'VE ATTENDED RELATED TO JOB DUTIES**

TITLE OF CONFERENCE/WORKSHOP: \_\_\_\_\_ CLOCK HOURS: \_\_\_\_\_ TRAINER/SPONSOR: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EMPLOYMENT HISTORY**

EMPLOYER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
JOB TITLE/DUTIES: \_\_\_\_\_  
\_\_\_\_\_

SUPERVISOR: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
FROM (Month/Year): \_\_\_\_\_ TO: (Month/Year): \_\_\_\_\_  
TOTAL TIME EMPLOYED: \_\_\_\_\_ HOURS PER WEEK: \_\_\_\_\_  
REASON FOR LEAVING: \_\_\_\_\_ LAST SALARY: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
JOB TITLE/DUTIES: \_\_\_\_\_  
\_\_\_\_\_

SUPERVISOR: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
FROM (Month/Year): \_\_\_\_\_ TO: (Month/Year): \_\_\_\_\_  
TOTAL TIME EMPLOYED: \_\_\_\_\_ HOURS PER WEEK: \_\_\_\_\_  
REASON FOR LEAVING: \_\_\_\_\_ LAST SALARY: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
JOB TITLE/DUTIES: \_\_\_\_\_  
\_\_\_\_\_

SUPERVISOR: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
FROM (Month/Year): \_\_\_\_\_ TO: (Month/Year): \_\_\_\_\_  
TOTAL TIME EMPLOYED: \_\_\_\_\_ HOURS PER WEEK: \_\_\_\_\_  
REASON FOR LEAVING: \_\_\_\_\_ LAST SALARY: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
JOB TITLE/DUTIES: \_\_\_\_\_  
\_\_\_\_\_

SUPERVISOR: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
FROM (Month/Year): \_\_\_\_\_ TO: (Month/Year): \_\_\_\_\_  
TOTAL TIME EMPLOYED: \_\_\_\_\_ HOURS PER WEEK: \_\_\_\_\_  
REASON FOR LEAVING: \_\_\_\_\_ LAST SALARY: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
JOB TITLE/DUTIES: \_\_\_\_\_  
\_\_\_\_\_

SUPERVISOR: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
FROM (Month/Year): \_\_\_\_\_ TO: (Month/Year): \_\_\_\_\_  
TOTAL TIME EMPLOYED: \_\_\_\_\_ HOURS PER WEEK: \_\_\_\_\_  
REASON FOR LEAVING: \_\_\_\_\_ LAST SALARY: \_\_\_\_\_

**PROFESSIONAL/PERSONAL REFERENCES**

NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_  
NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_  
PASTOR: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_

**OTHER RELATED EXPERIENCE**

Have you ever been a camp counselor? \_\_\_\_\_ Where? \_\_\_\_\_  
What age level? \_\_\_\_\_  
Have you ever taught Sunday school? \_\_\_\_\_ Where? \_\_\_\_\_  
What age level? \_\_\_\_\_

**LIST ANY OTHER EXPERIENCE YOU HAVE HAD IN WORKING WITH CHILDREN:**

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**Personal Characteristics to provide care to children (WAC388-295-0070)**

	<b><u>YES</u></b>	<b><u>NO</u></b>
Have you ever been convicted of a crime other than a minor traffic violation?	_____	_____
Do you have any impairment (physical, mental, or medical) that would interfere with your ability to perform the job for which you have applied?	_____	_____
Do you currently engage in the excessive use of alcohol?	_____	_____

**Note: If you answered yes to any of these statements please attach a statement of explanation.**

I CERTIFY THAT THE ABOVE IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT UNTRUTHFUL OR MISLEADING ANSWERS ARE CAUSE FOR REJECTION OF MY APPLICATION OR DISMISSAL IF EMPLOYED. I AUTHORIZE AN INVESTIGATION OF STATEMENTS CONTAINED IN THIS APPLICATION, WHICH WILL ALLOW HILLCREST KIDS TO MAKE AN EMPLOYMENT DECISION.

Note: You are applying for an "employment at will" position. Hillcrest reserves the right to terminate the employment relationship with or without cause. Hillcrest Kids is a 501(c)3 nonprofit organization as is exempt from paying State and Federal unemployment taxes and therefore does not pay unemployment benefits.

**SIGNATURE** \_\_\_\_\_

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

Hillcrest Kids 1400 Larrabee Ave  
Bellingham, WA 98225  
(360) 733-8135 [www.hillcrestkids.com](http://www.hillcrestkids.com)

11/08