|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **A picture containing sitting, food, people, drawing  Description automatically generatedEmployment Application**  (Fully complete both sides) | | | | | | | | |
| Position Applied For: | | | | | | | | |
| Social Security Number | | | Last Name | | | First Name | | Middle Name |
| Address | | | | | | City | | County |
| State | | Zip Code | | Hone Phone | | | Cell Phone | |
| Date of Birth | NC Driver’s License Number | | | | Have you ever worked for CCDC? If so, when. | | | |

**Education**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Level** | **Name of School** | **Dates Attended** | **Course of Study** | **GED/Degree/Diploma Received** |
| High School |  | to |  |  |
| College or University |  | to |  |  |
|  | to |  |  |
|  | to |  |  |
| Graduate or Professional School |  | to |  |  |
|  | to |  |  |
| Educational/Vocational Schools |  | to |  |  |

**Early Childhood Coursework**

|  |  |  |  |
| --- | --- | --- | --- |
| **Course** | **Name of Course** | **Date Completed** | **Level/Subject Area** |
| EDU 119 | EC Credentials |  |  |
| EDU 251 and EDU 252 | Administrative Credentials |  | I  II III |
| AAS in ECE/CD | Associates Degree |  |  |
| BA or BS | Bachelor’s Degree |  |  |
| MA | Master’s Degree |  |  |

Additional ECE semester hours received       hours

**Work History**

(List childcare and early childhood experience first)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Current or last employer | | | | Address | | | | |
| Job Title | | | Supervisor’s Name | | | Number of people supervised by you | | |
| Date employed (mo/yr) | Starting salary | | | | Ending salary | | Reason for Leaving | |
| May we contact employer | | How long were you at this job? (yrs.mo) | | | | | | Full time Part time |
| Describe Job Duties: | | | | | | | | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Current or last employer | | | | Address | | | | |
| Job Title | | | Supervisor’s Name | | | Number of people supervised by you | | |
| Date employed (mo/yr) | Starting salary | | | | Ending salary | | Reason for Leaving | |
| May we contact employer | | How long were you at this job? (yrs.mo) | | | | | | Full time Part time |
| Describe Job Duties: | | | | | | | | |

**References**

List the names of at least two people we may contact as references.

|  |  |  |
| --- | --- | --- |
| Reference Name | Reference Address | Reference Phone Number |
| 1. |  |  |
| 2. |  |  |

Have you ever been convicted of breaking a law other than a minor traffic violation?

Yes (If yes, give the date and explain fully on an addition piece of paper if more space is needed)

No

Have you ever had a Department of Social Services (DSS) Substantiation?

Yes (If yes, list county/state and give the date and explain fully on an additional piece of paper if more space is needed)

No

I certify that I have given true, accurate, and complete information on this form to the best of my knowledge. In the event confirmation is needed in connection with my work, I authorize educational institutions, associations, registration, and licensing boards, and others to furnish whatever detail is available concerning my qualifications. I authorize investigations of all statements made in this application and understand that false information of documentation, or a failure to disclose relevant information may be grounds for rejection of my application, disciplinary action, or dismissal if I am employed, and (or) criminal action. I further understand that dismissal on unemployment shall be mandatory if fraudulent disclosures are given to meet position qualifications.

Signature of Applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_