

# EMPLOYEE/CAREGIVER REQUIREMENTS

1. Must have a High School Diploma or equivalent.
2. Be at least 18 years of age.
3. PRS background check/ FBI Fingerprints
4. Be free of tuberculosis
5. Notarized Licensing Affidavit for applicants for Employment form; and
6. Pre-Service Training 8hr.course plus 16 more hours which adds up to 24 hours.  
Caregivers who have worked in a regulated child-care center must provide documentation of child-care training hours.
7. Must have CPR and First-Aid certification.
8. Orientation to the child-care center.

**“Touching and Changing Hearts for the Future”**



**Application for Employment**

Noah's Ark Day Care Center  
6610 Hwy 90 West  
(210) 679-5956

We consider applicants for all positions without regards to race, color, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status. However, NADCC does reserve the right to use appropriate selection criteria.

DATE OF APPLICATION \_\_\_\_\_

HOW DID YOU HEAR ABOUT US? \_\_\_\_\_

**PERSONAL DATA**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

HOME PHONE \_\_\_\_\_ WORK \_\_\_\_\_ OTHER \_\_\_\_\_

ARE YOU A CHRISTIAN? YES NO WHEN DID YOU ACCEPT JESUS? \_\_\_\_\_

NAME OF YOUR CHURCH \_\_\_\_\_ PASTOR \_\_\_\_\_

DO YOU TITHE? YES\_\_\_ NO\_\_\_ ARE YOU ACTIVE IN CHURCH? YES\_\_\_ NO\_\_\_

DO YOU SPEAK IN TONGUES YES\_\_\_ NO\_\_\_

HAVE YOU EVER FILED AN APPLICATION WITH US BEFORE? YES\_\_\_ NO\_\_\_

ARE YOU A U.S. CITIZEN? YES\_\_\_ NO\_\_\_

## “Touching and Changing Hearts for the Future”

HAVE YOU EVER BEEN CONVICTED FOR AN OFFENSE OTHER THAN A TRAFFIC VIOLATION YES\_\_ NO\_\_ IF YES, PLEASE EXPLAIN IN DETAIL

---

---

---

POSITION FOR WHICH YOU ARE APPLYING: \_\_\_\_\_

DATE AVAILABLE FOR WORK \_\_\_\_\_

SKILLS: \_\_\_\_\_

EDUCATION
-----------

HIGH SCHOOL NO. OF YEARS COMPLETED \_\_\_\_ DIPLOMA RECEIVED \_\_\_\_\_

GED RECEIVED \_\_\_\_\_

COLLEGE NO. OF YEARS COMPLETED \_\_\_\_ DIPLOMA RECEIVED \_\_\_\_\_

OTHER TYPE OF SCHOOL: \_\_\_\_\_

ARE YOU LEGALLY ELIGIBLE FOR EMPLOYMENT IN THE U.S.A.? YES\_\_ NO\_\_

ARE YOU OVER THE AGE OF EIGHTEEN? YES\_\_ NO\_\_

WORK EXPERIENCE
-----------------

LIST YOUR LAST THREE EMPLOYERS, STARTING WITH THE MOST RECENT

Employer	Dates Employed	Work Description
	From      To	
Address		
Telephone	Hourly Rate/Salary	
Job Title	Starting      Ending	
Supervisor		
Reason for Leaving		May we contact? __ Yes __ No

## “Touching and Changing Hearts for the Future”

Employer	Dates Employed	Work Description
	From      To	
Address		
Telephone		
	Hourly Rate/Salary	
Job Title	Starting	Ending
Supervisor		
Reason for Leaving		May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No

Employer	Dates Employed	Work Description
	From      To	
Address		
Telephone		
	Hourly Rate/Salary	
Job Title	Starting	Ending
Supervisor		
Reason for Leaving		May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No

<b>REFERENCES</b>
-------------------

Give the name of three persons you are not related to, whom you have known at least one year

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone # \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone # \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone # \_\_\_\_\_

# **“Touching and Changing Hearts for the Future”**

## **AUTHORIZATION**

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise and release the company from all liability for any damage that may result from utilization of such information



**SIGNATURE:**

**DATE:**

---