

**Family Development Center**

**Application for Employment**

Please submit application, resume and references to Family Development Center 300 Jerry’s Drive Roseburg, OR 97470

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Applicant Information | | | | | | | | | | | | | | | | | | | | | | | | |
| Last Name | |  | | | | | | | | | | First | | |  | | | | | M.I. | | |  | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |
| Street Address | | |  | | | | | | | | | | | | | | | | | Apartment/Unit # | | |  | |
| City | | |  | | | | | | | | | | State | | |  | | | | ZIP | | |  | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |
| Home Phone | | |  | | | | | | | | | | Cell Phone | | | | |  | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |
| Date Available | | | |  | | | | | | | | |  | | Email | |  | | | | | | | |
| Position Applying for: | | | | | | |  | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |
| Are you a citizen of the United States? | | | | | | | | | | YES | NO | | | If no, are you authorized to work in the U.S.? | | | | | | | | YES | | NO |
|  | | | | | | | | | | | | | | | | | | | | | | | | |
| **Education** | | | | | | | | | | | | | | | | | | | | | | | | |
| High School | |  | | | | | | | | | | | Address | | |  | | | | | | | | |
| From |  | | | | To | | |  | | Did you graduate? | | | YES | | | NO | | | Degree | |  | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |
| College |  | | | | | | | | | | | | Address | | |  | | | | | | | | |
| From |  | | | | | To | | |  | Did you graduate? | | | YES | | | NO | | | Degree | |  | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |
| College |  | | | | | | | | | | | | Address | | |  | | | | | | | | |
| From |  | | | | | To | | |  | Did you graduate? | | | YES | | | NO | | | Degree | |  | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |

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| --- |
| **Qualification and experience pertaining to position applying for :** |
|  |
| **Have you ever worked in a preschool setting? Please supply specifics:** |
|  |
| **Other skills and training and experience: (list volunteer activities, computer knowledge and trainings…)** |
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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Previous Employment | | | | | | | | | | | | | | | | | | | |
| Company | | | |  | | | | | | | Phone | |  | | | | | | |
| Address | | |  | | | | | | | | Supervisor | | |  | | | | | |
| Job Title | | |  | | | | | | | | | | | | | | How many weeks do you work per year | |  |
| Responsibilities | | | | | |  | | | | | | | | | | | | | |
| From | |  | | | | To |  | Reason for Leaving | | | |  | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | | | | | YES | | NO | |  | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| Company | | | |  | | | | | | | Phone | |  | | | | | | |
| Address | | |  | | | | | | | | Supervisor | | |  | | | | | |
| Job Title | | |  | | | | | | | | | | | | | | | | |
| Responsibilities | | | | | |  | | | | | | | | | | | | | |
| From | |  | | | | To |  | Reason for Leaving | | | |  | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | | | | | YES | | NO | |  | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| Company | | |  | | | | | | | | Phone | |  | | | | | | |
| Address | | |  | | | | | | | | Supervisor | | |  | | | | | |
| Job Title | | |  | | | | | | | | | | | | | | | | |
| Responsibilities | | | | | |  | | | | | | | | | | | | | |
| From | |  | | | | To |  | Reason for Leaving | | | |  | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| **PROFESSIONAL REFERENCES** (professional references are people who have supervised you in past jobs) | | | | | | | | | | | | | | | | | | | |
|  | Name | | | | | | | | | Address | | | | | | | | Phone | |
| 1 |  | | | | | | | | |  | | | | | | | |  | |
| 2 |  | | | | | | | | |  | | | | | | | |  | |
|  |  | | | | | | | | |  | | | | | | | |  | |
| **PERSONAL REFERENCES** | | | | | | | | | | | | | | | | | | | |
|  | Name | | | | | | | | | Address | | | | | | | | Phone | |
| 1 |  | | | | | | | | |  | | | | | | | |  | |
| 2 |  | | | | | | | | |  | | | | | | | |  | |
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| Disclaimer and Signature | | | | | | | | | | | | | | | | | | | |
| I hereby certify that this application contains no misrepresentations or falsifications and that the information given is true and complete to the best of my knowledge and belief. I understand further that misrepresentations or omissions of facts called for in this application is cause for cancellation of the application and/or dismissal from employment. I authorize the  employer, Family Development Center, to make any and all appropriate investigations to verify my qualifications for this position. I authorize release of information from current and former employers and authorize use of above information by Family Development Center. | | | | | | | | | | | | | | | | | | | |
| Signature | | | | |  | | | | | | | | | | Date |  | | | |