

Dreamland Learning Center

Job Application

- A. Dreamland Learning Center does not discriminate in its hiring practices on the basis of race, sex, national origin, age or handicapping condition, with two **exceptions**. You must be over the age of **16** years old to work **with supervision** in a day care facility. You must be over the age of 18 years old to have sole charge of a day care center group or to work full time.
- B. Employment or volunteer service in a child care facility is conditioned upon a background check completed by you at your local police station via fingerprinting, and clearance from DCYF.
- C. Upon employment, you will be required to show proof of identity and citizenship.

Date: _____

Name: _____ D.O.B: _____

Address: _____

Phone: _____

Social Security Number: _____

Are you over 16? (Circle one) Y / N Are you 18 or over (circle one) Y / N

Driver's license number and state of issue: _____

How did you hear about the position:

Position applying for: _____

Salary desired: _____

Education

Highest Level of Education Completed (circle one only)

Secondary
09 10 11 12

College
13 14 15 16

Graduate
please list _____

	Name & Location	Did you graduate?	Date of graduation	Major Courses or Degrees
High School				
College				
Graduate School				
Tech/Business School				

Special qualifications, skills and licenses (for example: CPR, First Aid, Ability to speak a second language):

Child Care Work Experience/Availability

	Years of Experience	Rank Preference to work with (1-5) 1 being the LOWEST	Circle one: Part-Time Full-Time				
0-2 (toddlers)			Date available to work: Days Hours/ Available				
3-5 (preschool/k)			M	T	W	Th	F
School Age							

Employment Record:

(List with most recent employment first)

*****If you provide a resume, you need only complete the rate of pay section.**

Dates (including month & year)	Name ,Address, Phone Number of Employer	Name of Supervisor & Your title	Rate of Pay	Reason for Leaving
From:			Starting \$ ___ per ___	
To:			Final \$ ___ per ___	
Describe major duties:				
Dates (including month & year)				
From:			Starting \$ ___ per ___	
To:			Final \$ ___ per ___	
Describe major duties:				
Dates (including month & year)				
From:			Starting \$ ___ per ___	
To:			Final \$ ___ per ___	
Describe major duties:				

May we contact the employers listed above? (circle one) Y / N

If not, please indicate which one/s you do not wish us to contact _____

WORK References (must have at least 3)

Name	Telephone #	Title/Relationship

Have you ever been convicted of a crime? _____

If yes, please explain? (attach an additional sheet if necessary)

Are you aware of any reason that makes you ineligible to work in the state of Rhode Island? _____

Are you legally entitled to work in the United States? _____

I certify that my application and all attachments are true and complete to the best of my knowledge. I understand that any incorrect, incomplete or false statements or information furnished by me may at the discretion of Dreamland Learning Center, disqualify me from employment, or cause my immediate dismissal. I hereby authorize Dreamland Learning Center to make a thorough investigation into my past employment and activities. I release from all liability Dreamland Learning Center, former employers, or any persons supplying such information. The language in this application is not intended to create, nor is it to be construed to constitute, a contract of employment.

Signature of Applicant

Date

Interview Questions

(Please complete these questions and return them **ALONG WITH** your application.)

Name: _____ Date: _____

Please describe your experience with young children:

Early Childhood Courses Taken:

1. Why do you want to work with young children?

2. How would you handle a child who is constantly hitting/biting/crying-etc?

3. A parent comes in angry, yelling because you did not have her child's coat on. (It was a rather warm afternoon). How would you handle this?

4. Have you ever had a conflict with a co-worker? How did you resolve it?

5. If you saw a co-worker mistreating a child, speaking inappropriately to a child etc. What would you do?

6. Have you ever been dismissed from any job that involved caring for children?

7. All employees must complete 20 hours of training a year. This may include an occasional evening or weekend training, will that be a problem? _____

8. Do you have any questions regarding this position?
