



## Application for Employment

Date: \_\_\_\_\_

Personal Information		
Last Name	First Name	Middle
Address		Home Number
Cell Number	Email	
Position Desired	Dates Available to Start:	Salary Desired
Are you currently employed?	If yes, may we contact your employer?	Are you under the age of 18?
Are you a citizen of the United States?	Have you ever worked for a Montessori program? If so, when?	

Education		
High School and Location	Years Attended	Did you graduate?
College and Location	Years Attended	Degree
Graduate	Years Attended	Degree

Summarize your special skills or qualifications for this position

Employment History		
Name of Employer	Address	
Phone Number	Starting salary and title	Ending salary and title
Responsibilities		
Dates of employment	Supervisor	
Reason for leaving		

Name of Employer	Address	
Phone Number	Starting salary and title	Ending salary and title
Responsibilities		
Dates of employment	Supervisor	
Reason for leaving		

Name of Employer	Address	
Phone Number	Starting salary and title	Ending salary and title
Responsibilities		
Dates of employment	Supervisor	
Reason for leaving		

References - Personal and Professional (Do not include family members or past supervisors)		
Name		
Phone Number	Best time to call	Occupation
Name		
Phone Number	Best time to call	Occupation
Name		
Phone Number	Best time to call	Occupation

Available Hours:				
Monday	Tuesday	Wednesday	Thursday	Friday

Have you ever been discharged or forced to resign from a position? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain:

---

---

---

If there anything that prevents you from performing the essential functions of this job with or without reasonable accommodations?

---

---

---

Explain why you want to work for Dakota Montessori School:

---

---

---

Do you have current first aide training? \_\_\_\_\_ CPR? \_\_\_\_\_ Adult or pediatric?

I certify that my answers are true and complete to the best of my knowledge. I authorize you to make such investigations and inquiries of my personal employment, educational and other related matters as may be necessary for an employment decision. I hereby release employers, schools or individuals from all liability when responding to inquiries in connection with application.

In the event I am employed, I understand that false or misleading information given in my application or interview may result in discharge.

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

We consider applicants for all positions without regard to race, color, religion, creed, gender or any other legally protected status.