

Capitol Park Early Learning Center
800 E. 12th St.
Des Moines, Iowa 50316
(515) 263-0568

Employment Application

Personal Information

Name: _____ Date: _____

Address: _____ Phone: _____

Are you 18 years of age or older? _____

Have you ever worked for Children's Center on Methodist Hill or Capitol Park Early Learning Center? If yes, when. _____

Are you related to anyone currently employed with Capitol Park Early Learning Center? _____

Position you are applying for: _____

Date you are available to start work: _____ Rate of pay desired: _____

Days and hours you are available:

Monday	Tuesday	Wednesday	Thursday	Friday

Education

Name of School	Number of Years Attended	Major	Degree	Did you graduate?

Other Related Training or Education:

JOB EXPERIENCE:

Employer 1	Dates of Employment	Rate of Pay	Position	Reason for Leaving
Supervisor	Phone Number			
Employer 2	Dates of Employment	Rate of Pay	Position	Reason for Leaving
Supervisor	Phone Number			
Employer 3	Dates of Employment	Rate of Pay	Position	Reason for Leaving
Supervisor	Phone Number			

May we contact your previous employers? YES NO

Referred by: _____

Are you willing to have a physical exam along with a TB test? YES NO

Are you willing to participate in annual training that is offered during scheduled or NON-Scheduled work hours? YES NO

Have you completed the following trainings: ___ Essentials Training, ___ Universal Precautions, ___ Mandatory Child Abuse Reporting, ___ CPR, ___ First Aid, ___ Food Prgram

Applicant's Signature

Date

