



**Little Kelli's Playhouse  
Employment Application**

**We at Little Kelli's Playhouse do not discriminate on the basis of sex, race, religion, national origin, marital status, age, weight, height, color, or handicap in the hiring, promoting, payment or discipline of employees.**

**Personal Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone #: (\_\_\_\_) \_\_\_\_\_ Alt Phone #: (\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_

Social Security # \_\_\_\_\_

- I am 18 years of age or older
- I am not 18; my birth date is \_\_\_\_\_

I am applying for the position of \_\_\_\_\_

- Full Time
- Part-Time
- Substitute

**Please list the days and times you are available for work:**

Monday: \_\_\_\_ to \_\_\_\_ Tuesday: \_\_\_\_ to \_\_\_\_ Wednesday: \_\_\_\_ to \_\_\_\_

Thursday: \_\_\_\_ to \_\_\_\_ Friday: \_\_\_\_ to \_\_\_\_

**Minimum acceptable hourly rate of pay:** \$ \_\_\_\_\_

When could you begin work? \_\_\_\_\_

Hobbies, Interest, Recreational Activities:

\_\_\_\_\_  
\_\_\_\_\_

Person to notify in case of emergency:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone #: (\_\_\_\_) \_\_\_\_\_ Alt Phone #: (\_\_\_\_) \_\_\_\_\_

**Education:**

High School

Name: \_\_\_\_\_

City/State: \_\_\_\_\_

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

Date Degree Granted: \_\_\_\_\_

College

Name: \_\_\_\_\_

City/State: \_\_\_\_\_

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

Major: \_\_\_\_\_

Minor: \_\_\_\_\_

Date Degree Granted: \_\_\_\_\_

Name: \_\_\_\_\_

City/State: \_\_\_\_\_

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

Major: \_\_\_\_\_

Minor: \_\_\_\_\_

Date Degree Granted: \_\_\_\_\_

Professional/Educational Organizations: \_\_\_\_\_

CPR & First Aide Trained Expires  
on: \_\_\_\_\_

Date of last Physical: \_\_\_\_\_

Date of last negative TB : \_\_\_\_\_

Are you planning to further your education? Yes No

If yes, please explain:

\_\_\_\_\_  
\_\_\_\_\_

**Employment History:**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone( ) \_\_\_\_\_

Your position: \_\_\_\_\_

Work duties: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_

Dates of employment: \_\_\_\_\_ to \_\_\_\_\_

Salary/wage: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_  
\_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone( ) \_\_\_\_\_

Your position: \_\_\_\_\_

Work duties: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_

Dates of employment: \_\_\_\_\_ to \_\_\_\_\_

Salary/wage: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_  
\_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone( ) \_\_\_\_\_

Your position: \_\_\_\_\_

Work duties: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_

Dates of employment: \_\_\_\_\_ to \_\_\_\_\_

Salary/wage: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_  
\_\_\_\_\_

**References:**

Please list three references. Please do not include relatives, or former supervisors.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone (\_\_\_\_)\_\_\_\_\_ Alt Phone(\_\_\_\_)\_\_\_\_\_

Relationship to you ( friend, co-worker etc): \_\_\_\_\_

Best available time to reach \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone (\_\_\_\_)\_\_\_\_\_ Alt Phone(\_\_\_\_)\_\_\_\_\_

Relationship to you ( friend, co-worker etc): \_\_\_\_\_

Best available time to reach \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone (\_\_\_\_)\_\_\_\_\_ Alt Phone(\_\_\_\_)\_\_\_\_\_

Relationship to you ( friend, co-worker etc): \_\_\_\_\_

Best available time to reach \_\_\_\_\_

Have you ever been convicted of a crime? Yes No

Have you ever been convicted of any crime that deals with the abuse or neglect of children? Yes No

Have you ever been convicted of a crime that led to determination of employment? Yes No

May we do a criminal record check? Yes No

If yes, please provide us with a copy of your driver's license.

Do you have any impairment in

- Hearing
- Vision
- Speech

Which would prevent you from engaging in normal activities necessary to care for young children?

Are there any other physical or personal limitations about the type of work you can do with children, or the amount of time you can spend at work? If yes, please explain.

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**Teaching:**

Special Talents:

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Please list any qualities that you have that can benefit the life of a child and this daycare facility:

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Please list any experience you have working with children:

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What would you do if you were reading a story, and some of the children began to lose interest?

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One child bit or hit another child in the classroom. What would you do?:

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What is your philosophy on children's discipline?

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**I give Little Kelli's Playhouse permission to contact all references listed above**

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Signature

Date

I understand that any dishonest answer given on this application or with any future interview, would be considerable grounds for dismissal. I also agree to the release of this application or a portion of its representatives of the Department of Social Services, or other government agencies.

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Signature

Date

This application will be considered current for six months. Any thing over six months will require another application completed for reconsideration of employment.

**Return this form to:**

Little Kelli's Playhouse  
1150 W. Drahner Rd.  
Oxford, Mi 48371  
Phone: 248-969-1362  
Fax: 248-429-1362  
[www.littlekellisplayhouse.com](http://www.littlekellisplayhouse.com)