



**SPARKLES!  
EMPLOYMENT APPLICATION**

Date of Hire: \_\_\_\_\_ Date of Separation: \_\_\_\_\_

Position: \_\_\_\_\_

Position Applied for: \_\_\_\_\_ Date Available: \_\_\_\_\_

Full or Part Time: \_\_\_\_\_ Desired Salary: \_\_\_\_\_

**PERSONAL**

Name: \_\_\_\_\_  
*(Last) (First) (Middle)*

Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
*(Street)*

\_\_\_\_\_ Work Phone: \_\_\_\_\_  
*(City) (State) (Zip Code)*

Are you 18 years or older? Yes \_\_\_ No \_\_\_ If no, please state age: \_\_\_\_\_

Do you have any medical condition(s) which may interfere with fulfilling the responsibilities of the position for which you are applying? Yes \_\_\_ No \_\_\_  
If so, please explain:

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

Have you ever been convicted of a felony, barrier crime or subject of a founded Child Protective Service complaint? Yes \_\_\_ No \_\_\_ If yes, please explain:

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

Employment requires Criminal Background Clearances. Is this acceptable to you?  
Yes \_\_\_ No \_\_\_

In case of emergency, please notify:

\_\_\_\_\_  
*(Name)*

\_\_\_\_\_  
*Address (City, State, Zip)*

\_\_\_\_\_  
*(Phone)*

\_\_\_\_\_  
*(Relationship)*



**SPARKLES!  
EMPLOYMENT APPLICATION**

**DISCLOSURE:** Before driving a vehicle to transport children, I realize that I am required to disclose any moving traffic violation that occurred five years prior to or during employment or assignment as a driver.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**EDUCATION AND TRAINING:**

1. Name and location of high school: \_\_\_\_\_  
Highest grade completed: \_\_\_\_\_ Date of graduation or GED: \_\_\_\_\_
2. Name and location of College/University: \_\_\_\_\_  
Dates attended: \_\_\_\_\_ Number of years completed: \_\_\_\_\_  
Degree(s) earned: \_\_\_\_\_  
\_\_\_\_\_
3. Additional training or certification that would be helpful in evaluating your application:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EXPERIENCE:**

Begin with the current or most recent employment (including military experience). Use additional paper if necessary.

1. Position: \_\_\_\_\_ Dates: From \_\_\_\_\_ To \_\_\_\_\_  
Employer: \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
\_\_\_\_\_ Salary: From \_\_\_\_\_ To \_\_\_\_\_  
Job duties: \_\_\_\_\_  
Immediate Supervisor: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
May we contact your employer? \_\_\_\_\_
2. Position: \_\_\_\_\_ Dates: From \_\_\_\_\_ To \_\_\_\_\_  
Employer: \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
\_\_\_\_\_ Salary: From \_\_\_\_\_ To \_\_\_\_\_  
Job duties: \_\_\_\_\_  
Immediate Supervisor: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
May we contact your employer? \_\_\_\_\_



**SPARKLES!  
EMPLOYMENT APPLICATION**

3. Position: \_\_\_\_\_ Dates: From \_\_\_\_\_ To \_\_\_\_\_  
Employer: \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
\_\_\_\_\_ Salary: From \_\_\_\_\_ To \_\_\_\_\_  
Job duties: \_\_\_\_\_  
Immediate Supervisor: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
May we contact your employer? \_\_\_\_\_

Please describe any volunteer work or other experience related to child care:

---

---

---

---

---

**REFERENCES: (Employee References, NO FRIENDS OR FAMILY)**

1. Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone:(W) \_\_\_\_\_  
Address: \_\_\_\_\_ (H) \_\_\_\_\_  
\_\_\_\_\_

2. Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone:(W) \_\_\_\_\_  
Address: \_\_\_\_\_ (H) \_\_\_\_\_  
\_\_\_\_\_

3. Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone:(W) \_\_\_\_\_  
Address: \_\_\_\_\_ (H) \_\_\_\_\_  
\_\_\_\_\_

I understand that I will be required to submit documentation verifying that I possess the education, orientation training, staff development, certification, and experience required by the job position.

**I hereby certify that the information given in this application is true and complete to the best of my knowledge.**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)