

# GENERAL EMPLOYMENT APPLICATION

JB's Bright Beginnings LLC

JB's Bright Beginnings considers all applications without regard to an applicant's race, color, creed, religion, age, gender, national origin, pregnancy, veteran status and/or disability or other legally protected class.

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

HOME TELEPHONE NUMBER: \_\_\_\_\_ CELL PHONE NUMBER: \_\_\_\_\_

POSITION DESIRED: \_\_\_\_\_ DATE AVAILABLE TO START: \_\_\_\_\_

## WORK EXPERIENCE:

EMPLOYER NAME:	GENERAL JOB RESPONSIBILITIES		
ADDRESS:			
TELEPHONE NUMBER:			
POSITION HELD:			DATES OF EMPLOYMENT:
REASON FOR LEAVING:			
MAY WE CONTACT THIS EMPLOYER: YES/NO			

EMPLOYER NAME:	GENERAL JOB RESPONSIBILITIES		
ADDRESS:			
TELEPHONE NUMBER:			
POSITION HELD:			DATES OF EMPLOYMENT:
REASON FOR LEAVING:			
MAY WE CONTACT THIS EMPLOYER: YES/NO			

EMPLOYER NAME:	GENERAL JOB RESPONSIBILITIES		
ADDRESS:			
TELEPHONE NUMBER:			
POSITION HELD:			DATES OF EMPLOYMENT:
REASON FOR LEAVING:			
MAY WE CONTACT THIS EMPLOYER: YES/NO			

**EDUCATION:**

	NAME OF SCHOOL AND ADDRESS	COURSE OF STUDY	No. YEARS ATTENDED
HIGH SCHOOL			
PROFESSIONAL CERTIFICATE			
UNDERGRADUATE COLLEGE/UNIVERSITY			
GRADUATE/ PROFESSIONAL DEGREE			
OTHER			

**Please list any additional related Educational/Specialized Training you have**

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**Please answer the following questions with yes or no:**

1. Are you at least 18 years of age? \_\_\_\_\_ Can you provide proof of your age if required? \_\_\_\_\_
2. Are you a U.S. citizen or have appropriate documentation to show you are eligible to work in the U.S.? \_\_\_\_\_ (Proof of citizenship or immigration status will be required upon employment)
3. Are you available to work any time as scheduled between the hours of 6:30 a.m. and 6:00 p.m.? \_\_\_\_\_ If No, please indicate the times you are available to work. \_\_\_\_\_
4. Are you available to work at least 35 hours weekly? \_\_\_\_\_
5. Are you willing to work with all age groups? \_\_\_\_\_
6. To your knowledge are you related to any child currently enrolled in this program? \_\_\_\_\_  
If yes, please list child's name and your relationship: \_\_\_\_\_
7. Have you ever been convicted of or have an indicated report of any crime against a child? \_\_\_\_\_
8. Have you ever been convicted of any crime or have pending criminal actions against you? \_\_\_\_\_  
If yes, please explain: \_\_\_\_\_

**APPLICANT'S STATEMENT:** I certify that the answers and information given herein are true, correct and complete. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in termination regardless of when the information is discovered to be false or misleading.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Thank you for your interest in being employed with JB's. Upon review of completed applications a representative of JB's will schedule interviews with applicants who meet the initial requirements, as evidenced by the information provided herein. JB's Bright Beginnings is an "AT-WILL" employer. The "AT-WILL" employment relationship affords the employee the right to resign for any reason. Likewise, the employer may terminate the relationship at any time, with or without cause and with or without notice. The "AT-WILL" employment relationship may not be altered by any written document or by verbal agreement, unless such alteration is specifically acknowledged in writing and signed by an authorized executive of JB's Bright Beginnings

**OFFICE USE ONLY:**

Received by:	Date:
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