

Holy Family Teddy Bear Club Employee Application

Personal Information

Name _____ SSN _____
(Last) (First) (Middle)

Home Address _____
(Street Number) (Street Name) (City) (State) (Zip)

Home Phone _____ Alternate Phone _____

Position Applying For: _____ Date Available: _____

I am interested in (circle all that apply): Full Time Part Time Substitute Temporary Summer

Days and Hours Available

	Monday	Tuesday	Wednesday	Thursday	Friday
From					
To					

How did you hear about us? _____ Salary Desired _____

Do you have a valid drivers license? _____ State issued: _____ License # _____

Do you have your own transportation? _____ Date of last TB test: _____

Education

High School: _____ Yrs Attended _____ Graduated? _____ Major _____
(Name & City)

College: _____ Yrs Attended _____ Graduated? _____ Major _____
(Name & City)

Graduate School: _____ Yrs Attended _____ Graduated? _____ Major _____
(Name & City)

Other: _____ Yrs Attended _____ Graduated? _____ Major _____
(Name & City)

Specialized Skills

Current CPR Training _____ First Aid Training _____

Languages Spoken and/or written: _____

PC Software and other equipment skills: _____

1.

Personal or Business References

List 3 persons who have firsthand knowledge of your character, personality, or skills.

Full Name: _____ Occupation: _____

Address: _____

Phone Number: _____ Relationship to You: _____ Years Known: _____

Full Name: _____ Occupation: _____

Address: _____

Phone Number: _____ Relationship to You: _____ Years Known: _____

Full Name: _____ Occupation: _____

Address: _____

Phone Number: _____ Relationship to You: _____ Years Known: _____

Spiritual Information

As a representative of Holy Family Teddy Bear Club and role model to our children, will you be able to participate in our prayers and discussions about God in your life or in their life? _____

Employment History

List employment starting with current or most recent employer.

May we contact your current employer? _____ May we contact past employers? _____

Date (Mon/Year)	Employer	Position/Supervisor	Duties	Salary per Hour
From: _____	_____	_____	_____	Start: _____
To: _____	Name _____ Phone Number _____	Position _____ Supervisor _____	_____	Finish: _____

Reason for Leaving: _____

From: _____	_____	_____	_____	Start: _____
To: _____	Name _____ Phone Number _____	Position _____ Supervisor _____	_____	Finish: _____

Reason for Leaving: _____

From: _____	_____	_____	_____	Start: _____
To: _____	Name _____ Phone Number _____	Position _____ Supervisor _____	_____	Finish: _____

Reason for Leaving: _____

Please Read Carefully In the event of employment, I understand that false and misleading information given in my application or interview(s) may result in immediate dismissal. I understand and agree that if employed, it is "at will". I understand that Holy Family Teddy Bear Club or I may end the employment at any time for any reason or no reason at all. I understand that receipt of this application does not imply employment.

Applicant Signature _____ Date Signed _____