



The Little Brown School
Building the foundation for a lifetime of learning.

Please submit by one of the following methods:

e-mail: jw@thelittlebrownschool.com

mail: 802 15th Street, Port Royal, SC 29935

fax: 866-805-8810

Application for Employment

Our policy is to provide equal employment opportunity to all qualified persons without regard to race, creed, color, religious belief, sex, age, national origin, ancestry, physical or mental disability, or veteran status.

Last Name _____ First name _____ Middle name _____

Street Address _____

City _____ State _____ ZIP _____

Telephone _____ Social Security # _____

email address: _____ DOB _____

Are you a U.S. citizen or otherwise authorized to work in the U.S. on an unrestricted basis? YES / NO

Are you looking for full-time employment? YES / NO If no, what hours are you available? _____

Have you ever been convicted of a felony? (This will not necessarily affect your application.) Yes / No

Position applied for (circle one): Lead Teacher / Assistant Teacher / Kitchen Staff / Other

How did you hear of this opening? _____

Do you know anyone who works or has worked at The Little Brown School? YES / NO If so, please list all.

Have you previously applied for employment at The Little Brown School? YES / NO

Are you presently employed? YES / NO. If YES, Employer Name: _____

Start Date: _____ Salary: _____ Supervisor Name: _____

May we contact your present employer? YES / NO (Provide information above anyway, we will not contact without your permission.)

Do you have Child & Infant CPR / First Aid certification (current)? YES / NO

Date you can start _____ Desired starting salary _____

Do you have children under the age of 6? YES / NO. If yes, current childcare/preschool: _____

Are you the primary caregiver for any children under the age of eighteen or other adults? YES / NO

If yes, would their illness or incapacitation require you to miss work? YES / NO (If you can make arrangements for childcare or dependent care in the event of illness, select NO.)

Do you have reliable transportation or live within walking distance of the school? YES / NO

Have you ever been fired or terminated from a job for failure to show up or for a violation of stated employment policies? YES / NO

Are you allergic to any animals? YES/NO. Briefly describe how you feel about animals (cats, dogs, rabbits, etc.).

Briefly describe in your own words why you have applied for this position.

What appeals to you about teaching in a preschool that follows a Reggio Emilia philosophy and approach?

Please list ALL applicable skills and certifications

Any other comments / explanations to support your application.

EMPLOYMENT HISTORY (GO BACK AT LEAST 5 YEARS)

1 - current / most recent Employer Name _____			Telephone _____
Date Started _____	Starting Wage _____	Starting Position _____	
Date Ended _____	Ending Wage _____	Ending Position _____	
Name of Supervisor _____		May we contact? YES / NO	
Responsibilities _____			
Reason for Leaving: _____			
2 - Employer Name _____			Telephone _____
Date Started _____	Starting Wage _____	Starting Position _____	
Date Ended _____	Ending Wage _____	Ending Position _____	
Name of Supervisor _____		May we contact? YES / NO	
Responsibilities _____			
Reason for Leaving: _____			
3 - Employer Name _____			Telephone _____
Date Started _____	Starting Wage _____	Starting Position _____	
Date Ended _____	Ending Wage _____	Ending Position _____	
Name of Supervisor _____		May we contact? YES / NO	
Responsibilities _____			
Reason for Leaving: _____			
4 - Employer Name _____			Telephone _____
Date Started _____	Starting Wage _____	Starting Position _____	
Date Ended _____	Ending Wage _____	Ending Position _____	
Name of Supervisor _____		May we contact? YES / NO	
Responsibilities _____			
Reason for Leaving: _____			
5 - Employer Name _____			Telephone _____
Date Started _____	Starting Wage _____	Starting Position _____	
Date Ended _____	Ending Wage _____	Ending Position _____	
Name of Supervisor _____		May we contact? YES / NO	
Responsibilities _____			
Reason for Leaving: _____			

REFERENCES

List three professional references, not related to you, who have known you in an employment or professional capacity for more than one year.

Name _____ Phone _____ e-mail: _____ Years Known _____

Relationship: _____

Name _____ Phone _____ e-mail: _____ Years Known _____

Relationship: _____

Name _____ Phone _____ e-mail: _____ Years Known _____

Relationship: _____

EDUCATION (ATTACH COPIES OF CERTIFICATES OR DIPLOMAS)

School Name and Location	Year	Major	Degree
High School _____			
College _____			
Post-College _____			
Other Training _____			

Are you planning to continue your studies? YES / NO

If yes, where and what courses of study? _____

What are your long-term career goals? _____

Read Before Signing:

I certify that all information provided by me on this application is true and complete to the best of my knowledge and that I have withheld nothing that, if disclosed, would alter the integrity of this application. I authorize my previous employers, schools, or persons listed as references to give any information regarding employment or educational record. I agree that this company and my previous employers will not be held liable in any respect if a job offer is not extended, or is withdrawn, or employment is terminated because of false statements, omissions, or answers made by myself on this application. In the event of any employment with this company, I will comply with all rules and regulations as set by the company in any communication distributed to the employees.

In compliance with the Immigration Reform and Control Act of 1986, I understand that I am required to provide approved documentation to the company that verifies my right to work in the United States on the first day of employment. I have received from the company a list of the approved documents that are required.

I understand that employment at this company is “at will,” which means that either I or this company can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. All employment is continued on that basis. I hereby acknowledge that I have read and understand the above statements.

Print Name _____

Signature _____

Date _____