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| **EMPLOYMENT APPLICATION** |

**LOYMENT APPLICATION**

***Nurturing, Educating and Developing the Next Generation***

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| Today’s Date |
| Position Desired 2 ½ - 5 yrs old:Teacher TA 0-2 yrs old:Teacher TA  |
| Date Available: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Full-Time Part-Time Substitute  |
| Referred By |

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| **PERSONAL INFORMATION** |
| First Name  | MI | Last Name  |
| Home Address (Street) | City, State and Zip Code |
| Date of Birth | Social Security Number |
| Mobile Number | Home Number | Email Address |

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| If you are under age 18, can you submit a work permit if hired? Yes No |
| If you are not a US citizen, do you have a VISA to work in the US? Yes No | If yes, what kind of VISA classification do you have? |
| VISA Registration Number | VISA Expiration Date  |
| Has bond or security clearance ever been denied and/or canceled?Yes NoIf yes, please explain: |

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| **EDUCATION (Attach documentation of highest degree achieved)** |
|  | **Complete Address** | **Dates Attended** | **Diploma, Certificate, Degree** |
| **Elementary** |  |  |  |
| **Secondary** |  |  |  |
| **College** |  |  |  |
| **Other** |  |  |  |
| **WORK EXPERIENCE AND ON-GOING TRAINING** |
| **Experience with groups of children (Attach document of experience working with children)**(Indicate ages of children, your duties, dates of time you worked in this position, reasons for leaving) |
| Have you attended/completed any child care training courses? Yes NoIf yes, list:  |

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| **SKILLS** |
| **Licenses held and date of expiration** |
| **Certificates** |
| **Office skills/software** |
| **List professional, trade, business or civic activities or memberships**Have you joined the NJ Registry? Yes No |

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| **REFERENCES** |
| **Name and Occupation** | **Address** | **Phone Number** |
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| **10 YEAR EMPLOYMENT HISTORY** |
| **Record of Employment:** Past 10 Years (If unemployed between 2 jobs/dates, write “no work.” Leave no gaps for full consideration. |
| **Month/Year** | **Name, Address** **and Phone Number of Employer** | **Position Held , Reason for Leaving and Ending Salary** |
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| **DISCLOSURE STATEMENT OF CRIMINAL CONVICTION** |
| Do you have a criminal record? Yes No If yes, explain:  |
| Have you ever been shown by credible evidence, e.g. a court order or jury, a department’s investigation or other reliable evidence to have abused, neglected or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct? Yes No  |

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| Under the American with Disabilities Act of 1991, this program is required to reasonably accommodate individuals with a disability. The reasonable accommodation requirement applies to the application process, any pre-employment testing, interviews and actual employment, but only if the program supervisor is made aware that an accommodation is required. If you are disabled and require accommodation, you may request it at any time during the interview process. You are obligated to inform the program director of your needs if it will impact your ability to perform the job for which you are applying. |
| Having read the job description for the position for which you are applying, are you in all respects, able to adequately perform the duties as described? Yes No*If no, please explain.* |
| Do you have a valid driver’s license? Yes No | If yes, give the license number and class of license. |
| Have you had CPR training within the past two years? Yes No | If yes, give expiration date. |
| Have you had first aid training in the last three years? Yes No | If yes, give expiration date: |
| State of New Jersey, Department of Children and Families, Office of Licensing for Child Care Centers requires annual child care training, are you willing to participate? Yes No |

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| Zadie’s™ is an equal opportunity employer that does not discriminate on the basis of sex, age, race, color, creed, religion, marital status, national origin, ancestry, sexual orientation, atypical hereditary cellular or blood trait, non-job related handicap or disability, liability for service in the United States Armed Forces, citizenship or any other characteristic protected by applicable federal, state or local laws. |

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| **APPLICANT’S STATEMENT** |
| I understand that any misstatement, omission or misleading information given in my application, resume or interview or in connection with other Zadie’s™ records may result in the rejection of my application, the withdrawal of any offer of employment or my dismissal.I authorize an investigation of all statements contained in this application for employment. I give permission to contact my current and/or any of the previous employers and references and authorize them to provide all information requested of them.I acknowledge that any offer of employment is contingent upon my satisfactorily completing the pre-employment medical examination and/or inquiry. Such medical exam and/or inquiry may include a pre-employment drug or alcohol test.I acknowledge that due to the nature of the position for which I am applying, Zadie’s™ will need to conduct criminal history and background investigations, request motor vehicle driver abstracts or perform drug or alcohol tests at various intervals during my employment.I understand that if I become employed by Zadie’s™, I will be an employee at-will, which means that I can voluntarily end my employment or be terminated at any time without cause or notice. I understand that no management representative has any authority to enter into any agreement for continuing employment for any specific period of time or that alters in any way the at- will- nature of my employment other than by a written statement signed by the owner, Elzadie Smith. |

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| I certify that all information on this application is correct. I have not given any false statement concerning my qualification requirements. |
| Applicant Signature | Date |

Interviewed By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Interview Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **EMPLOYMENT APPLICATION****QUESTIONNAIRE** |

Please answer the following questions in detail and with legible handwriting.

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| ***What was your last position? Explain two challenges you encountered and how you prevailed?*** |

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| ***What do you believe is most rewarding about teaching? What are some expected challenges in teaching small children and how will you handle them?*** |

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| ***What is your teaching philosophy? What is your personal learning style?*** |
| ***Explain what high quality child care means to you.***  |

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| ***Explain your personal communication style. How would you use your personal communication style to communicate with your students and their parents?*** |

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| ***What was your most memorable classroom experience and why?*** |

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| ***What is your definition of a nurturing teacher?*** |

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| **THE ZADIE’S™ MISSION** |

Zadie’s™ goal is to nurture, develop, and educate the next generation.

Zadie’s™ is committed to providing the highest quality, full service childcare program from birth through Kindergarten.

Zadie’s™ is equally committed to acting as an extension of the family by meeting the needs of working parents as they pursue their career goals.

Zadie’s™ promise is to provide a comprehensive educational experience to our children while fostering optimal cognitive, social, emotional and physical development in a nurturing environment.

***Congratulations on wanting to become a part of The Zadie’s™ Team!***