



Little Guppy Child Development Center Application for Employment

Little Guppy Child Development Center is an equal opportunity employer. Our purpose is to provide the highest standards in Early Childhood Education and to provide a healthy and nurturing environment which enables the growth of children, their families, and our staff.

Today's Date: _____

Name: _____

Address: _____

Phone Number: _____

Email: _____

Referred By: _____

Are you at least 18 years of age?	Yes	No
Do you have formal experience in Early Childhood Education?	Yes	No
Have you graduated high school or obtained a GED?	Yes	No
Are you able to verify your legal right to work in the USA?	Yes	No
Have you ever been arrested?	Yes	No
Have you ever been convicted of a crime?	Yes	No
Do you have a Chauffeurs/Class E License?	Yes	No

Which center are you interested in?

St. Charles O'Fallon EITHER

Indicate your preferences by marking all that apply.

Full Time Part Time School Year Summer

Days/Hours of Availability.

Monday Tuesday Wednesday Thursday Friday

What date are you available to start employment?

Check the positions that interest you.

- Director
- Assistant Director
- Primary Educator
 - Full Time (32-40 hours per week)
 - A Primary Educator is responsible for the classroom on a daily basis, including but not limited to parent interactions, designing curriculum, children's portfolios, room arrangement and organization, and family conferences.
- Secondary Educator
 - Full Time (32-40 hours per week)
 - An educator who assists with a classroom Primary Educator, including but not limited to implementing a designed morning curriculum, following the lead of the Primary in room arrangement and organization and taking instruction on parent interactions.
- Assistant Educator
 - Part Time (Less than 32 hours per week)
 - An educator who assists either a Primary or a Secondary Educator in lunch breaks, implementing an afternoon curriculum, and taking instruction at days end for a Primary or Secondary.
- Van/Bus Driver
 - Must hold a Chauffeurs/Class E drivers license
- Cook
 - Prepares food daily
 - Follows Licensure, NAEYC and Health and Sanitation Guidelines
 - Basic Food Service Certification
- Other: _____

Age Preference:

Infants/Toddlers:	Yes	No	Preferred
Two Year Olds:	Yes	No	Preferred
Three/Early Fours:	Yes	No	Preferred
Pre-Kindergarten:	Yes	No	Preferred
School Age:	Yes	No	Preferred

EDUCATION:

EDUCATION	SCHOOL	HIGHEST GRADE / LEVEL COMPLETED	MAJOR AREA OF STUDY
High School			
College			
Graduate			

EXPERIENCE:

DATES EMPLOYED	EMPLOYER	POSITION	SALARY	REASON FOR LEAVING

PROFESSIONAL REFERENCES:

NAME	EMPLOYER/POSITION	PHONE NUMBER

Describe your experience with young children.

Describe your teaching format.

Describe your approach to discipline.

List anything that you are unwilling to do.

Describe your approach to peer communication.

APPLICANT AGREEMENT

Please read carefully

I understand that this application is not a contract, offer, or promise of employment. I understand that employment with Little Guppy is on an employment at will basis. This means the company or the employee may choose to terminate the employment at any time, with or without cause.

I certify that the above information is complete and accurate to the best of my knowledge. I understand that any falsehoods, misrepresentations, or omission of information on this form may result in my denial of employment, or if employed, the termination of that employment.

I hereby authorize Little Guppy CDC to verify all statements contained in this application to the fullest extent of the law.

Applicant's Name

Applicant's Signature

Date