



Nursery Staff Application

Note: If you have a prepared resume, please include it with your application.

Personal Profile

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit#

City State Zip Code

Cell Phone: _____ Email: _____

Employment Information

Date Available: _____ Are you at least 16 years of age? _____ Birth Date: _____

Are you a current or former member of Brentwood United Methodist Church? ☐ Yes ☐ No
If Yes, when? _____

Have you been previously employed by Brentwood United Methodist Church? ☐ Yes ☐ No
If Yes, when? _____

Are you related to an employee of Brentwood United Methodist Church? ☐ Yes ☐ No
If Yes, please list the name of the relative. _____

Are you a citizen of the United States? ☐ Yes ☐ No If no, are you authorized to work in the U.S.? ☐ Yes ☐ No

Have you ever been convicted of a felony? ☐ Yes ☐ No

If yes, explain: _____

Interest & Skills

List any talents/skills you have that will assist you in working with children.

Education

High School: _____ City/State: _____

From: _____ To: _____ Did you graduate? ☐ Yes ☐ No If no, what year will you graduate? _____

College: _____ City/State: _____

From: _____ To: _____ Did you graduate? ☐ Yes ☐ No Degree: _____

Other: _____ City/State: _____

From: _____ To: _____ Did you graduate? ☐ Yes ☐ No Degree: _____

Describe any special training you have had: (CPR training, Safe Sanctuary training, babysitting certification, etc.)

References

Please list two or three personal references.

Full Name: _____ Email: _____

Relationship: _____ Phone: _____

Full Name: _____ Email: _____

Relationship: _____ Phone: _____

Full Name: _____ Email: _____

Relationship: _____ Phone: _____

Related Childcare Experience (Paid or Volunteer)

List any childcare experience (not listed in employment section above) in which you were involved in working with infants, preschool and/or elementary children. For Name, list individual's name, organization's name, and/or event name. If it is a volunteer position, write "volunteer" in the salary line. If you have no additional information, you may leave this section blank.

Name #1: _____ Email: _____

Supervisor: _____ Phone: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact this supervisor for a reference? ☐ Yes ☐ No

Name #2: _____ Email: _____

Supervisor: _____ Phone: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact this supervisor for a reference? ☐ Yes ☐ No

Name #3: _____ Email: _____

Supervisor: _____ Phone: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact this supervisor for a reference? ☐ Yes ☐ No

Other Current or Previous Employment

Persons who are currently employed may list this employment along with any other past employment. If this is your first employment, you may leave this section blank.

Company #1: _____ Email: _____

Supervisor: _____ Phone: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact this supervisor for a reference? ☐ Yes ☐ No

Company #2: _____ Email: _____

Supervisor: _____ Phone: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact this supervisor for a reference? ☐ Yes ☐ No

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

I hereby authorize the potential employer to contact, obtain, and verify the accuracy of information contained in this application from all previous employers, educational institutions, and references. I also hereby release from liability the potential employer and its representatives for seeking, gathering, and using such information to make employment decisions and all other persons or organizations for providing such information.

I understand that any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment, if I am employed, whenever it may be discovered.

If I am employed, I acknowledge that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either I or the employer can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

I understand that it is the policy of this organization not to refuse to hire or otherwise discriminate against a qualified individual with a disability because of that person's need for a reasonable accommodation as required by ADA.

I also understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

Further, I understand that if I am employed, I will be required to complete a background check. Failure to complete the background check process or failure of the background check process shall result in immediate termination of employment.

I represent and warrant that I have read and fully understand the foregoing, and that I seek employment under these conditions.

Signature: _____ Date: _____