

*Please submit application and resume to vkidzmatters@gmail.com after completion.



Victorious Kidz Academy

6544 Malone Rd., Douglasville, Ga
(O): 770) 947-5489 | (F): 770-947-4634
www.victorious-kidz.com

Employment Application

Applicant Information

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

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

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 worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Desirable Employment

Position: Full-Time | Part-Time | Temporary | Seasonal Expected Pay: _____

Desired Start Date: _____ Hours of Availability: _____

Desired Position (Please explain your professional experience working with children. Please indicate ages of children, your duties, dates that you worked in this position, reasons for leaving.) _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

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College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

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

Company: _____ Phone: _____

Address: _____ Supervisor: _____

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

Company: _____ Phone: _____

Address: _____ Supervisor: _____

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

Company: _____ Phone: _____

Address: _____ Supervisor: _____

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

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Clearances and Certification

If you are under age 18, can you submit a work permit if hired? _____

If you are not an U.S. citizen, do you have a Visa to work in the U.S.? _____

Visa Registration No.: _____ Expiration Date: _____

Has bond security clearance ever been denied and/or cancelled? _____ Yes _____ No

If yes, please explain:

Do you have a valid driver's license? _____ Yes _____ No

If yes, give license number and class of license: _____

Have you had CPR training within the past two years? _____ Yes _____ No (If yes, give exp. date: _____)

Have you had first aid training within the past three years? _____ Yes _____ No (If yes, give exp. date: _____)

Do you have a criminal record? _____ Yes _____ No (If yes, explain: _____)

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

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 an accommodation, you may request it at any time during the interview process. You are obligated to inform the director of your needs if it will impact your ability to perform the job for which you are applying.

Please verify that you are not suffering from any physical handicap or mental health disorder, which would interfere with the applicant's ability to perform adequately the job duties of providing for the care and the supervision of the children enrolled in the center in accordance with these rules. _____ Yes _____ No

If yes, please explain: _____

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

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Potential Employee's (Print): _____ Date: _____

Potential Employee's Signature: _____

Employer Signature: _____ Hired Date: _____

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For Office Use Only

Write Remarks Below:

Neatness ____ Character ____ Personality ____ Ability ____

Please check if the following documents were received:

___ Criminal Records Check

___ Orientation

___ W-4

___ I-9

___ CPR/First Aid

___ References

Age Group ____ Starting Pay ____ Sub Assignment ____ Full-time ____ Part-time ____

Start Date: ____/____/____ Hours _____

Hired ____ Center Assigned _____

Approved By: _____ Title: _____