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**18 Oak Forest Road, Unit C**

**Bluffton, SC 29910**

**843-815-3276**

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Name: Last First Middle Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Street Address DOB Social Security #

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
City / State / Zip Email Address

Are you at least 18 years old? \_\_\_\_\_Yes \_\_\_\_\_No
Do you have a High School Diploma or GED? \_\_\_\_\_Yes \_\_\_\_\_ No Salary Expected:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Home Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_ Date Available to Work: \_\_\_\_\_\_\_\_\_\_\_\_\_\_
Type of Employment: \_\_\_\_\_\_Full-Time \_\_\_\_\_\_Part-Time \_\_\_\_\_\_Temporary
Have you applied with us before: \_\_\_\_\_\_\_\_\_\_\_\_No \_\_\_\_\_\_\_\_\_\_\_\_Yes If so, when \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
How did you learn of our organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Do you have any family currently working for Little Steps Daycare and Preschool: \_\_\_\_\_\_\_No \_\_\_\_\_\_\_Yes

**Education and Activities**
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Name of High School City / State

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Name of College / University City / State

Course of Study: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other special training (name of school, courses, date entered / completed):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Work Experience**

List all jobs held-beginning with last employer

Company/Phone# From / To City/State Supervisor Reason for Leaving

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 Please check each type of work with which you would be willing to perform:

\_\_\_\_\_\_\_\_\_\_Teaching Preschool (ages 3 – 4) \_\_\_\_\_\_\_\_\_\_Teaching Toddlers

\_\_\_\_\_\_\_\_\_\_Teaching Infants

(Please answer yes or no to the following questions)

-Any difficulty standing on feet all day? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
-Able to lift 30 lbs. from the floor to waist 10 – 15 times? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
-Able to reach child 20 – 30 feet away within 15 seconds without danger? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
-Able to crouch to child’s eye level, sit on the floor, and stand? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
-Able to handle stress, tension, and exasperation that contact with many children bring every day? \_\_\_\_\_\_\_\_
-Able to observe, see, hear, and respond to children’s needs, emergencies and conflicts that might occur in a classroom, on playground, in bathrooms, and common areas? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
-Communicate effectively in the English language (verbally / written)? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
-Communicate effectively other language (verbally / written)? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
-Have you had a TB test within the last 12 months? \_\_\_\_\_\_Date: \_\_\_\_\_ Results: Positive \_\_\_\_ Negative\_\_\_\_
-Do you hold current C.P.R certification? \_\_\_\_\_\_\_\_ no \_\_\_\_\_\_\_\_ yes Date of expiration: \_\_\_\_\_\_\_\_\_\_\_\_
-Do you hold current First Aid certification?\_\_\_\_\_\_\_\_ no \_\_\_\_\_\_\_\_ yes Date of expiration: \_\_\_\_\_\_\_\_\_\_\_\_

-Please explain in one paragraph your reason for desiring employment with Little Steps Daycare and Preschool.
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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**References**

(Do not include previous employers or relatives)

Name Address Phone # Occupation

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Have you ever been convicted of a crime, including misdemeanors, other than traffic violations?

\_\_\_\_ no \_\_\_ yes

If yes, describe in full detail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Do you have a valid driver’s license? \_\_\_\_\_\_no \_\_\_\_\_\_ yes License number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of expiration: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you have a commercial driver’s license? \_\_\_\_\_\_\_\_\_ no \_\_\_\_\_\_\_\_ yes

**Agreement**

***It is understood and agreed that any misrepresentation by me on this application will be sufficient*** ***cause for cancellation of the application and / or for separation from the company if I have been employed. I consent for Little Steps Daycare and Preschool to contact the department of social services child abuse unit to obtain a record of any allegations of child abuse******or neglect against me in the past seven years.***

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_