



Preschool Teacher Application Form

Print clearly. Answer all questions. Sign and date the form at the bottom of the last page and at the end of the consent and release form.

PERSONAL INFORMATION

First Name: _____ Middle Name: _____ Last name _____

Street Address: _____ City: _____

State: _____ Zip Code: _____

Primary phone number: _____ secondary phone number: _____

Email Address: _____

Are you eligible to work in the United States? Yes No

Have you ever been charged or convicted of a crime against a child? Yes No

If yes, please explain

Have you been convicted of or pleaded no contest to a felony within the last five years? Yes No

If yes, please explain

AVAILABILITY/POSITION

Please list any gifts, calling, training, education, or other factors that have prepared you for working with and teaching children:

What age group of children do you enjoy working with most?

Epiphany Lutheran Preschool might require you to be on site 8am-2pm, Mondays through Fridays. Are you available to work during these times? Yes No

If no, what hours would you be available? _____

What date are you available to start work? _____

How many days per week would you ideally like to work? _____

EDUCATION/FAITH

Name of School- Degree/Diploma-Graduation Date:

Skills & Qualifications: (Licenses, skills, training, etc.)

Please describe a brief statement of your relationship with Jesus Christ:

Are you an active member of a faith community? _____

If yes, which faith community? _____

EMPLOYMENT HISTORY (FOR PAST 6 YEARS)

Most recent position:

Title: _____

Employer: _____

Phone: _____

Address: _____

Dates you were employed here: _____

Responsibilities:

May we contact this employer? Yes No

Previous Position:

Title: _____

Employer: _____

Phone: _____

Address: _____

Dates you were employed here: _____

Responsibilities:

Previous Position:

Title: _____

Employer: _____

Phone: _____

Address: _____

Dates you were employed here: _____

Responsibilities:

REFERENCES

Please include name/phone number/title or relationship:

- _____

- _____

- _____

I certify that information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above.

Signature _____ Date _____

Applicant Consent and Release

The information contained in this application is correct to the best of my knowledge. I authorize any references or churches listed in this application to give you any information (including opinions) that they may have regarding my character and fitness for children work. In consideration of the church, youth organizations, charity, employer, reference, or any other person or organization, including record custodians, both collectively and individually, from any and all liability for damages of whatever kind of nature which may at any time result to me, my heirs, or my family, on account of compliance or any attempt, to comply, with this authorization. I waive any right that I may have to inspect any information provided about me by any person or organization identified by me in this application. I understand and agree that the background check investigation company hired by Epiphany Lutheran Church will verify all or part of the information I have given in application with the Epiphany Lutheran Preschool. I understand that this verification may include any inquiry into my motor vehicle driving record, criminal and civil records, as well as other public record information. I authorize the release of such information as may be necessary to verify the information I have provided. I release and hold harmless from all liability Epiphany Lutheran Church and Preschool, the background check investigation company and any individual or entity requesting or supplying information with respect to my application to work for the Epiphany Lutheran Preschool. I hereby give my permission for Epiphany Lutheran Church and Preschool to obtain information relating to my criminal history record. I understand that this information will be used in part, to determine my eligibility for a position with this organization. I also understand as long as I remain an employee here, the criminal history records check may be repeated at any time. Should my application be accepted, I agree to be bound by the bylaws and policies of the Epiphany Lutheran Church and to refrain from unscriptural conduct in the performance of my services on behalf of the church. I sign this release as my own free act. This is a legally binding agreement, which I have read and understand.

Applicant's Signature: _____ Date: _____

Please print name: _____

Please list maiden name or any other names used:

*Criminal record will be received and reviewed by the Pastor, Preschool Board and the administrator of Epiphany Lutheran Preschool, and only those offenses that would endanger the welfare of children will be used to determine the eligibility of serving as an employee. Please sign and return to the Epiphany Lutheran Preschool Office.