

# DAY CARE STAFF DATA SHEET

NAME OF DAY CARE FACILITY:	SATELLITE SITE:
YOUR NAME:	DATE OF BIRTH:
ADDRESS:	TELEPHONE NO.:

EDUCATION	
NAME OF HIGH SCHOOL:	GRADE COMPLETED:
ADDRESS:	DATE COMPLETED:
NAME OF COLLEGE:	SEMESTER HOURS COMPLETED:
ADDRESS:	DEGREE EARNED:
PLEASE ATTACH TRANSCRIPT	

EMPLOYMENT EXPERIENCE		
<b>Please list your three most recent employers, dates of employment, and describe the type of work you performed. Continue on the reverse side if necessary.</b>		
NAME OF EMPLOYER:		
ADDRESS:		
DATES OF EMPLOYMENT: START:                      END:	JOB DESCRIPTION:	TITLE:
NAME OF EMPLOYER:		
ADDRESS:		
DATES OF EMPLOYMENT: START:                      END:	JOB DESCRIPTION:	TITLE:
NAME OF EMPLOYER:		
ADDRESS:		
DATES OF EMPLOYMENT: START:                      END:	JOB DESCRIPTION:	TITLE:
NAME OF EMPLOYER:		
ADDRESS:		
DATES OF EMPLOYMENT: START:                      END:	JOB DESCRIPTION:	TITLE:

PRESENT POSITION	
<b>In the spaces below, please complete information regarding the position for which you are applying or for which you have been hired:</b>	
<input type="checkbox"/> ADMINISTRATION	<input type="checkbox"/> GROUP SUPERVISOR
<input type="checkbox"/> DIRECTOR	<input type="checkbox"/> ASSISTANT GROUP SUPERVISOR
<input type="checkbox"/> AIDE	<input type="checkbox"/> FOOD SERVICE
<input type="checkbox"/> OTHER	
IF OTHER, PLEASE SPECIFY:	DATE YOU CAN START:
DAYS OF WEEK YOU WILL BE AVAILABLE FOR WORK:	HOURS OF THE DAY YOU WILL BE AVAILABLE FOR WORK:

\_\_\_\_\_ SIGNATURE OF APPLICANT/EMPLOYEE

\_\_\_\_\_ DATE SIGNED

**\*FOR EMPLOYER'S USE:** Employee's starting date in a child care position

MO.	DAY	YEAR