



Sacred Heart Catholic Preschool

300 S. Ridgeview Drive
Warrensburg, MO 64093
660-747-6154 (Fax) 660-747-7623

Application for Employment

Date _____

Position Applying for:

- _____ Early Childhood Teacher
_____ Early Childhood Assistant Teacher
_____ Early Childhood Substitute

Complete the application using type or legible print.

1. Name _____

2. Other name(s) under which your records might appear.

3. Address _____

4. Telephone _____

5. Are you legally eligible for employment in the United States? _____ Yes _____ No

6. Social Security Number _____

7. When will you be available for employment? _____

8. Education Completed:

GED _____ HS Diploma _____ From _____

College Hours _____ Degree _____ From _____

9. a.) Have you ever been convicted of a crime? _____ Yes _____ No

If yes, provide a detailed explanation:

b.) Has the Missouri Department of Family Services, or a similar agency in any other state or jurisdiction ever issued a determination or finding that there was cause or reason to believe or suspect you have engaged in the physical, emotional, psychological or sexual abuse or neglect of a child? _____ Yes _____ No

10. Describe your reason(s) for applying for this position:

11. Why are you particularly interested in Sacred Heart Catholic Preschool for employment?

The following signature of the applicant certifies that every answer is true. Applicant understands that any false or misleading answer is grounds for refusal to hire or, if applicant has been hired, for termination. Applicant understands that Sacred Heart Catholic Preschool will contact former employees and contacts, and consents to such inquiry, and will also request criminal record information for each applicant.

Signature _____ Date _____

Applicant has received a copy and can perform the duties of the position.

_____ Yes _____ No

For your application to be complete, the following items must be on file:

1. Completed application
2. Resume, including job history and contacts.
3. Official Transcript
4. Two appropriate letters of reference.
5. One additional letter of reference from Pastor or Minister attesting to active church membership and faith commitment.
6. Completed Missouri screening application form.