



Middle River Baptist Church Child Development Center

Application for Employment

Your interest in Middle River Baptist Church Child Development Center is appreciated. We invite you to complete the initial application for employment and return it to the administrative office at the address at the bottom of this page. If a position becomes available for which you may be qualified, your references will be contacted. If there is continued interest in your candidacy, we will arrange for a personal interview with you.

We understand that qualified and dedicated staff is the key to a successful center. We are grateful for employees who are professionally qualified, who love children, and who exemplify Christ by the pattern of their lives. We look forward to receiving your application. Thank you for your interest in the ministry of the Middle River Baptist Church Child Development Center. It is our prayer that God will fulfill His perfect will in the lives of all applicants.

Applicant's Name: _____ Today's Date: _____

Position Desired: _____ Date Available: _____

I. Personal and Contact Information

Full Name		SSN	
Address	How long have you been at this address?	Previous Address	
Home Phone		Cell Phone	
Email	Driver's License #		
State regulations require that you be at least 16 years of age to be employed in this center. Do you meet this requirement?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have a work permit if you are less than 18 years of age?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
This job may require lifting at least 50 lbs. Are you able to fulfill this requirement?		<input type="checkbox"/> Yes	<input type="checkbox"/> No



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In case of emergency, whom may we contact?

Name	Name
Relationship	Relationship
Address	Address
Phone	Phone

II. Education

School Name	School Address	Year Graduated/Degree	Transcripts Attached?
Graduate School			
College			
High School			
Middle School			
Elementary			

Briefly describe any training or experience received relevant to the position for which you are applying.



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III. Previous Employment

Most Recent

Company Name	Telephone	
Address	Dates Employed	Job Title
Supervisor	Reason for Leaving	

Next Most Recent

Company Name	Telephone	
Address	Dates Employed	Job Title
Supervisor	Reason for Leaving	

Third Most Recent

Company Name	Telephone	
Address	Dates Employed	Job Title
Supervisor	Reason for Leaving	

Have you ever served in the U.S. Armed Forces?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, what branch?		



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IV. Personal References (One must be from your pastor)

Name:	Phone:
Address:	Relationship:
For office use:	

Name:	Phone:
Address:	Relationship:
For office use:	

Name:	Phone:
Address:	Relationship:
For office use:	

V. Screening and Fingerprinting

As part of the process to be employed in a Maryland licensed childcare facility, you are required by Federal regulations (45 CFR 98.16(o) and 98.43) to be fingerprinted and to have a criminal background check. The background check includes state and FBI Criminal Record checks. If you have lived within another state within the past 5 years, records from that state will be searched as well.

The center may conduct random drug testing, and/or as necessary, if there is sufficient cause to suspect drug use during work hours or drug use that may affect safe and appropriate care of the children.



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VI. Christian Testimony

Middle River Baptist Church Child Development Center is a Christian center. We hire based on center need and will not discriminate because of race, ethnic origin, sex, marital status, or church affiliations. We will however, make employment decisions in keeping with our Christian faith and character. All staff is expected to model Christian behavior and to teach Biblical principles. Briefly write your Christian testimony in your own handwriting on the back of this form or on a separate sheet of paper.

VII. Release of Information

"I CERTIFY THAT THE INFORMATION GIVEN BY ME IN THIS APPLICATION IS TRUE IN ALL RESPECTS. FURTHERMORE, I AGREE THAT, IF EMPLOYED AND INFORMATION IS FOUND TO BE FALSE IN ANY WAY, I MAY BE SUBJECT TO DISMISSAL WITHOUT NOTICE IMMEDIATELY UPON DISCOVERY. I AUTHORIZE THE USE OF ANY PAST EMPLOYERS, PHYSICIANS, ALL REFERENCES, AND ANY OTHER PERSONS TO ANSWER ALL QUESTIONS ASKED BY THE PROSPECTIVE EMPLOYER CONCERNING MY ABILITY, CHARACTER, REPUTATION, AND PREVIOUS EMPLOYMENT RECORDS. I RELEASE ALL SUCH PERSONS FROM ANY LIABILITY OR DAMAGES DUE TO THEIR FURNISHING SUCH INFORMATION."

I agree to complete the Employment References and submit them to Middle River Baptist Church Child Development Center.

Applicant's Signature

Date