



CHILD DEVELOPMENT SERVICES

CDS Site applying to:

- First Steps PEDS
- Aroostook Two Rivers
- Reach State Office
- MidCoast Downeast
- Opportunities York

EMPLOYMENT APPLICATION

Programs, services, and employment are available equally to everyone. Please inform the Human Resources Department if you require reasonable accommodation for the application or interview.

Date: _____ Position Applying for: _____

Applicant Data

How did you learn of CDS and this position?

Full Name: _____

Previous Name(s): _____

Address _____ City _____ State _____ Zip _____

Phone: _____ Mobile: _____ Email: _____

Date Available: _____ Social Security #: _____ Desired Salary: _____

If you are under 18 and we require a work permit, can you furnish one? Yes No

If no, please explain: _____

Have you ever worked for this company? Yes No If yes, when? _____

Are you a citizen of the United States? Yes No If not, do you have work papers? Yes No

Type of employment desired: Full-time Part-time Temporary Seasonal

Have you ever been convicted of any violation of law by any court of law? Include any guilty pleas entered, military courts martial, traffic violation convictions for Operating Under the Influence (OUI), or traffic violations that resulted in your license being suspended. Do not include any convictions(s) occurring before your 18th birthday or traffic violations not listed above.

Yes No If yes, give dates and details: _____

Answering yes to these questions does not constitute an automatic rejection to employment. Date of the offense, seriousness, and nature of the violation, rehabilitation and position applied for will be considered.

Driver's license number if applicable to position: _____ State: _____

Education

High School: _____ City and State: _____

Number of years completed: _____ Did you graduate? Yes No

College/University _____

City and State: _____ Did you graduate? Yes No

Years Completed: _____ Degree: _____ GPA: _____ Major: _____

Summarize Your Special Skills, Qualifications and Certifications/Licensure:

EMPLOYMENT APPLICATION

(continued)

Previous Employment

(begin with most recent position)

Dates of Employment:	Position(s) held:	
Firm:	Address:	
Phone: ()	Supervisor:	Title:
Responsibilities:		
Starting Salary:	Ending Salary:	Ending Title:
Reason for leaving:		
May we contact this employer for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Dates of Employment:	Position(s) held:	
Firm:	Address:	
Phone: ()	Supervisor:	Title:
Responsibilities:		
Starting Salary:	Ending Salary:	Ending Title:
Reason for leaving:		
May we contact this employer for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Dates of Employment:	Position(s) held:	
Firm:	Address:	
Phone: ()	Supervisor:	Title:
Responsibilities:		
Starting Salary:	Ending Salary:	Ending Title:
Reason for leaving:		
May we contact this employer for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Personal References:

Please provide the information of two individuals (not relatives or employers).

Name:	Phone: ()		
Address	City	State:	Zip:
Name:	Phone: ()		
Address	City	State:	Zip:

PLEASE READ AND SIGN BELOW

The facts set forth in my application for employment are true and complete. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal.

In addition, I understand that the conditions of a job offer and/or employment with Child Development Services may be determined by the results of background checks, including, but not limited to, criminal records, child protection case records and driving records.

Signature of Applicant _____ Date: _____