

apply for awesome

Today's Date: _____

Office Use Only

Hired: yes/no

Hiring Managers Signature: _____

Applicant Details

First Name: _____ M.I.: _____ Last Name: _____

Address: _____

Home Phone: _____ Mobile Phone: _____

Email: _____ Date of Birth: _____

Position Desired: _____ Desired Pay Rate: _____

Full or Part Time: _____ Days & Hours Available: _____

Other Requirements: _____

Note: If hired you will be required to provide your social security card and one other government issued ID (driver license, birth certificate, or other government ID providing proof eligibility to work in the United States). Employment is also contingent on your passing the Utah Childcare Licensing criminal background screening.

Education

High School: _____ Graduation Date: _____

Diploma or GED: _____

College / University: _____

Start Date: _____ End Date: _____ Degree: _____

Major: _____ Minor: _____

Expected Graduation Date (if still attending): _____

Highest Education Level: Diploma / Bachelor Degree / Master's Degree / Doctoral

Other Relevant Education: _____

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Childcare Training

List all courses, workshops, and conferences related to child development and early Childhood education. Attach additional pages if necessary. Please provide copies of any earned certificates:

Course Title:			
Dates attended:	Location:	Number of Hours:	
Course Title:			
Dates attended:	Location:	Number of Hours:	
Course Title:			
Dates attended:	Location:	Number of Hours:	
Course Title:			
Dates attended:	Location:	Number of Hours:	

Employment History

Employer:	Address:		
Manager's Name:	Manager's Phone #:		
May we contact this employer:	Position/Title:		
Start Date:	End Date:		
Reason for leaving:			

Employer:	Address:		
Manager's Name:	Manager's Phone #:		
May we contact this employer:	Position/Title:		
Start Date:	End Date:		
Reason for leaving:			

Employer:	Address:		
Manager's Name:	Manager's Phone #:		
May we contact this employer:	Position/Title:		
Start Date:	End Date:		
Reason for leaving:			

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References

Name:

Address: State: Zip code:

Email: Phone #:

Personal or Professional Reference: May we contact them:

Name:

Address: State: Zip code:

Email: Phone #:

Personal or Professional Reference: May we contact them:

Background screening and Fingerprints

In accordance with Utah law Doodlebug Academy, LLC. requires each employee to pass a criminal background screening and complete fingerprinting. These are requirements for every Position at Doodlebug Academy. If hired you will need to submit and receive clearance to finalize your hiring. Failed background screenings will terminate employment opportunities and all fees are non-refundable.

The background screening form must be submitted at this URL: <https://ccl.utah.gov/ccl/#/background-screening-form>. Please ensure you've selected Doodlebug Academy, LLC. F17-57798 from the facility name pull down list.

Background screening processing fee is paid by Utah Childcare Licensing but is subject to change.

Fingerprinting must be completed at Care About Child Care on the Utah State University campus (493 North 700 East, Logan). You must call for an appointment (435-797-1552).

The fingerprint processing fee is currently paid for by Utah Childcare Licensing but is subject to change.

Fees must be paid to Childcare Licensing. You may pay with a credit card at this URL <https://ccl.utah.gov/ccl/#/payment-gateway> or by calling (801-273-2903 or 801-374-7768 or 801-273-6617). You are responsible to pay for all initial background screening and fingerprint processing fees in the even that Childcare Licensing discontinues the fee payments.

Signature:

Date: