



698 Old Baltimore Pike
Newark, DE 19702
Phone: 302-533-8114; Fax: 302366-8594

Tarbiyah Employment Application Form

Full Name:	Home Ph:	Cell Ph:
Current Address:		DOB:
Soc. Sec. #:	Driver's Lic#:	Email:

Thank you for choosing Tarbiyah School in your career path. We are dedicated to hiring professionals who are energetic, motivated, and possess integrity. Tarbiyah School is an Equal Opportunity Employer. Applicants must show they understand and are able to meet the following requirements for employment by *initialing each item below*.

- ___ High School Graduate or G.E.D recipient
- ___ Negative TB Test and will provide current medical documentation
- ___ United States Citizen, or legally authorized to work in the United States
- ___ Will provide Social Security Card or Birth Certificate
- ___ Will submit to drug and alcohol testing as required
- ___ Will complete an FBI criminal background check
- ___ Will complete a Child Maltreatment Central Registry check
- ___ Physically able to safely supervise young children and perform necessary job functions
- ___ Will maintain professional appearance and conduct at all times

GENERAL INFORMATION

Employment Desired: ___ Full-time only ___ Part time only ___ Full or Part time ___ On Call

Position Desired: _____

Hourly Rate Desired: _____

Hours available: Mon: _____ Tues: _____ Wed: _____ Thurs: _____ Fri: _____

Are you seeking temporary or permanent work? _____

3 PERSONAL REFERENCES (do not list family or previous employers)

Name	Address	Phone Number	Relationship (ie. Coworker, friend)



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Emergency Contacts

Name	Address	Phone Number	Relationship (ie. Coworker, friend)

EDUCATIONAL EXPERIENCE

High School attended/address/year graduated _____

College attended/Degree or number years completed/Major _____

Child Development Associate Certification _____

List courses completed or relevant childcare training (CPR, First Aid, Child Development, etc.): _____

List other skills, vocational, and technical training _____

EMPLOYMENT HISTORY (begin with most recent)

Begin/End Date	Begin/End Salary	Employer/Address	Supervisor's Name & Ph:	Your title and duties	Reason for leaving



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OFFENSES – Criminal background checks will be conducted on all applicants.

Have you ever pled guilty, no contest or been convicted of any criminal offense? If yes, explain: _____

Has a report of child maltreatment ever been made against you? If yes, explain: _____

Has a court ever denied parental, custodial, or visitation rights as a result of neglect or abuse of a child? If yes, explain: _____

While employed in a childcare program, have you ever been the subject of disciplinary action or been responsible for a child care facility receiving an administrative or disciplinary action? If yes, explain: _____

I hereby certify that all information contained in this application is true and correct. I understand that any misrepresentation, falsification, or consequential omission of information may render this application void, or if employed may result in immediate termination. I further consent and agree to submit to any job related medical exams or drug tests that might be required and agree to provide any information that may be needed to facilitate such tests. I authorize the individuals and institutions named above to give information regarding my employment, character, and qualification, hereby releasing them from all liability for issuing such information.

Printed name/Signature of Applicant

Date

Office Use Only:

Date Submitted:	Time:	Position:
Director Proceed + or -	Interview:	Date Hired: