



# Discover Our world Academy

“If a child cannot learn by the way we teach, we must teach in a way the child can learn “

## APPLICATION FOR EMPLOYMENT

### Equal opportunity employer

### Drug Free work Place

Discover Our World Academy does not discriminate in the hiring and conditions of employment on the basis of race, religion, national origin, sex, marital status, disability, age or veteran status. No question on this application is intended to be used in a discriminatory manner. Your completed application will be reviewed carefully.

### Location

2231 Bryn Mawr Ave  
Philadelphia, PA 19131

### Personal information:

Name \_\_\_\_\_

Address \_\_\_\_\_ SS# \_\_\_\_\_

\_\_\_\_\_

Home phone number \_\_\_\_\_ Cell phone \_\_\_\_\_

Please indicate which position you are applying for:

\_\_\_\_\_ Director  
\_\_\_\_\_ Teacher  
\_\_\_\_\_ Teacher's aide  
\_\_\_\_\_ Driver

What hours and days are you available to work? Please note the center is only opened Monday through Friday. Nanny Care is 7 days a week on an as needed basis, please give your availability.

Monday \_\_\_\_\_  
Tuesday \_\_\_\_\_  
Wednesday \_\_\_\_\_  
Thursday \_\_\_\_\_  
Friday \_\_\_\_\_  
Saturday \_\_\_\_\_  
Sunday \_\_\_\_\_

How soon can you begin work if hired? Date: \_\_\_\_\_

Have you ever worked with children before? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes how many years experience do you have working with children? \_\_\_\_\_

Do you prefer working with: Infants \_\_\_\_\_ Toddlers \_\_\_\_\_ Either \_\_\_\_\_

Are you legally eligible to work in the United States? Yes \_\_\_\_\_ No \_\_\_\_\_

Do you have reliable transportation to & from work? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been convicted of a felony? Yes \_\_\_\_\_ No \_\_\_\_\_

Accused/ convicted of a crime against children? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes please

explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list 3 references: **Excluding family members**

Name	Relationship	Phone Number

Are you willing to attend training, workshops and professional development activities outside of regular working hours? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you first aid/ CPR certified? Yes \_\_\_\_\_ No \_\_\_\_\_

If not are you willing to obtain certification if hired? Yes \_\_\_\_\_ No \_\_\_\_\_

Discover Our World Academy must schedule staff according to the number of children in attendance. At times there maybe instances where staff will be asked to come in early, stay late, or leave work early to satisfy mandated staff: Child ratios.

Are you willing to work under these conditions? Yes \_\_\_\_\_ No \_\_\_\_\_

Please indicated what are your hourly salary requirements \$ \_\_\_\_\_

(If this is left blank we will not consider this application for employment)

I have applied for employment with Discover Our World Academy. I certify that the information I have provided is accurate to the best of my knowledge. I authorize Discover Our World Academy to contact any previous employers or references listed on this form to acquire information needed to make a decision about my employment. I agree to conform to the company's policies and procedures and I agree that my employment and compensation may be terminated at anytime, with or without cause, and with or without notice. I understand that Discover Our World Academy is a drug free workplace and I could be subjected to random drug testing should I be offered employment.

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

**Please attach resume: (No application will be accepted without a resume)**

**DO NOT WRITE BELOW THIS LINE**

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Interview by \_\_\_\_\_ Hired YES \_\_\_\_\_ No \_\_\_\_\_

Position \_\_\_\_\_

Hourly salary \_\_\_\_\_

Start date \_\_\_\_\_

Fulltime \_\_\_\_\_ Part time \_\_\_\_\_

Hour's \_\_\_\_\_