

Do you have a valid Colorado Driver's license? _____

Do you have current automobile insurance? _____

EDUCATION

	NAME/LOCATION	LAST GRADE COMPLETED	DID YOU GRADUATE	SUBJECTS STUDIED DEGREES RECEIVED
HIGH SCHOOL			<input type="checkbox"/> YES <input type="checkbox"/> NO	
COLLEGE			<input type="checkbox"/> YES <input type="checkbox"/> NO	
GRADUATE SCHOOL			<input type="checkbox"/> YES <input type="checkbox"/> NO	
ADDITIONAL EDUCATION			<input type="checkbox"/> YES <input type="checkbox"/> NO	
TRADE, BUSINESS, CORRESPONDENCE SCHOOLS			<input type="checkbox"/> YES <input type="checkbox"/> NO	

Subjects of special study or research work : _____

Special awards or honors received : _____

Activities and Clubs: (civic, professional, athletic, etc. excluding organizations, the name or character of which indicates the race, color, gender, religion or national origin of its members): _____

Do you have a valid COLORADO TEACHING LICENSE? YES NO Exp Date : _____ Grade Level : _____ Teaching endorsement : _____

Are you currently certified in first aid, CPR or lifesaving? _____
If so, please describe : _____

REFERENCE (Personal)

NAME	PHONE NUMBER/ E-MAIL ADDRESS	BUSINESS	YEARS ACQUAINTED

EXPERIENCE

FORMER EMPLOYERS: (Below list current and former employers, **starting with the most recent one first.**)

DATE: MONTH & YEAR	EMPLOYER'S NAME ADDRESS, PHONE, E-MAIL	YOUR POSITION/ TITLE	SALARY- COMPENSATION	SUPERVISOR'S NAME AND JOB TITLE	REASON FOR LEAVING
FROM					
TO					
FROM					
TO					
FROM					
TO					
FROM					
TO					
FROM					
TO					

Have you ever been disciplined or discharged by an employer? _____

If yes, please describe : _____

Please list any previous related professional experience not included under employment, : (student internships, volunteer work, etc.)

DATE	NAME & ADDRESS OF ORGANIZATION	YOUR POSITION	REASON FOR LEAVING
FROM			
TO			
FROM			
TO			

BACKGROUND CHECKS: Excelsior is required to conduct a full background check, including reports from: Federal Bureau of Investigation, Central Registry of Child Protection, Colorado Bureau of Investigation, personal and professional references, employment physical. By signing and submitting your name and this Application, you agree to all of the following:

- To provide all necessary information for these investigations, including fingerprints.
- That your employment may be terminated if the CBI/FBI reports indicate any arrests or offenses of concern to Excelsior.
- That your education and/or related experience as indicated on this application will be validated.
- That any job offer is contingent upon passing a physical examination.
- That any job offer may be received and acted upon after employment has begun.
- That you may withdraw your employment application at this time.

As per the Colorado Department of Human Services GENERAL RULES FOR CHILD CARE FACILITIES: Any applicant who knowingly or willfully makes a false statement of any material fact or thing in this Application is **guilty of perjury in the second degree** as defined in Section 18-8-503, C.R. S., and, upon conviction thereof, shall be punished accordingly.

Have you ever been **convicted, pled no contest or pled guilty** to any criminal offense other than a minor traffic violation? YES NO

If yes, please explain _____

My name has not been placed on the **Central Registry of Child Protection** as a confirmed perpetrator of child abuse.

Signature of Applicant

Have you used *or worked* under any other names in the past 10 years? YES NO

If so, please list (include different first, last or both names): _____

Have you been listed on any registry for sexual or child abuse in any State in the United States? YES NO

I authorize Excelsior Youth Center to administer the Diana Screen[®] as part of my pre-hire approval process. _____

Signature of Applicant

DRUG-FREE WORKPLACE ACT: In accordance with the 1988 Drug-free Workplace Act, the need to provide a safe environment for Excelsior clients and the expectation that all Excelsior staff function as healthy adult role models for clients, Excelsior does not employ anyone who uses illegal drugs, even during off duty hours. If you had been given a drug test at any time in the last twelve months, would you have tested positive for substance use?

YES NO

I am aware that, should I be hired, my employment would be “at will” meaning that either I or Excelsior can terminate the employment relationship without any reason or cause .

Signature of Applicant

