



The First Step to Higher Education™

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Last Name

## APPLICATION FOR EMPLOYMENT

AN EQUAL OPPORTUNITY EMPLOYER

15111 Avery Ranch Blvd Austin, Texas 78717

www.krkaustin.com

### INTRODUCTION

Kids 'R' Kids is a full-service, quality-learning center. Each school is individually owned and operated by families such as your own who wish to provide parents with quality childcare. At Kids 'R' Kids, we teach the often underestimated art of quality child care along with the needs and expectations of parents and children. We are rated as one of the Top Child Care Centers throughout the United States.

If employed, you will be expected to perform at the level that rates among the highest in the nation. We will give you the tools and the training you need to perform at your peak. Thank you for considering Kids 'R' Kids for your employment needs.

### EQUAL OPPORTUNITY POLICY

Kids 'R' Kids is an equal opportunity employer. In all our employment practices, including hiring, we are firmly committed to equal opportunity without regard to race, religion, color, sex, age, national origin, citizenship, disability or any other basis of discrimination prohibited by applicable local, state or federal law. No question on this application is used for the purpose of limiting or excluding any applicant's consideration for employment on such grounds.

### APPLICANT'S CERTIFICATION

As an applicant for a position at Kids R Kids, I certify to the following:

1. I am able to perform adequately the job duties for which I am applying.
2. I do not have a criminal record.
3. I have never abused, neglected or deprived a child or adult or subjected any person to serious injury as a result of intentional or grossly negligent misconduct.
4. I will comply with all state requirements for initial and continued certification.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### DRUG POLICY

Kids 'R' Kids does not hire persons who use illegal drugs. Persons hired may be required to take and pass a strict screen for illegal drugs and may be subject to periodic tests for illegal drugs.

I certify that I (check one) do \_\_\_\_\_ do not \_\_\_\_\_ use illegal drugs.  
Tested is deducted from payroll

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PERSONAL INFORMATION**

First Name \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_ Other Contact Phone \_\_\_\_\_

Are you or have you been known by a different name, if so, please indicate: \_\_\_\_\_

Have you ever applied for employment or been employed at Kids 'R' Kids? Yes / No

Do you have any relatives or friends working at any Kids 'R' Kids? Yes / No

Have you ever been convicted of a crime? Yes / No

Have you ever served in any branch of the United States armed forces? Yes / No

Are you currently on layoff status, leave of absence or other suspension of employment and subject to recall with another employer? Yes / No

If you answered YES to any of the above, include details below:

\_\_\_\_\_

Are you at least 18 Years of Age? Yes/ No

How did you hear about us? Friend/Relative\_\_\_\_ Drive-By\_\_\_\_ Internet\_\_\_\_Other \_\_\_\_\_

**EDUCATION**

	Name	City/State	Years	Degree	Area of Study
High School	_____	_____	_____	_____	_____
College	_____	_____	_____	_____	_____
Trade/Vocational	_____	_____	_____	_____	_____

Are you current in First Aid or CPR training? \_\_\_\_\_ Do you have your Food Handlers? \_\_\_\_\_

Do have any certificates in Child Care Training within the past 3 months? \_\_\_\_\_

Please list **three personal references** that do not include previous employers, ministers or relatives:

Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ Occupation \_\_\_\_\_

Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ Occupation \_\_\_\_\_

Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ Occupation \_\_\_\_\_

**POSITIONS APPLYING FOR**

What position are you applying for? Lead Teacher Asst Teacher Cook Bus Driver (CDL)

Employment desired? Full Time Part Time Hours \_\_\_\_\_

Preferred Age Group? Infants Ones Twos Threes Fours After-school

Salary Expected: \$ \_\_\_\_\_ per hour for preschool

## PREVIOUS EMPLOYMENT

List each job held, starting with the most current. Explain any gaps in the space below.

Dates of Employment		Company Name	Job Title /Responsibilities	
Starting Pay	Ending Pay	Address	Supervisor	Phone #
Reason for Leaving				

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Starting Pay	Ending Pay	Address	Supervisor	Phone #
Reason for Leaving				

Please explain any employment gaps.

List any other experience or training that would be applicable to your application:

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Do you have access to reliable transportation? Yes / No

Do you have any children that might attend Kids 'R' Kids? Yes / No Ages: \_\_\_\_\_

We offer a discounted rate for fulltime employees.

Would you be willing to participate in training programs for teachers? Yes / No

Are you involved in any activities that would affect your attendance? Yes / No List \_\_\_\_\_

Kids 'R' Kids has a strict no smoking policy which includes the parking lot and bus.

Do you have upcoming engagements or vacations that would prevent you from starting this position that we would agree on? If so please list those dates now.

1. Date of Event: \_\_\_\_\_ Number of unpaid days you will be out: \_\_\_\_\_
2. Date of Event: \_\_\_\_\_ Number of unpaid days you will be out: \_\_\_\_\_
3. Date of Event: \_\_\_\_\_ Number of unpaid days you will be out: \_\_\_\_\_

We normally require all employees to give a 2 week notice on when they need time off so we can have time to plan. All employees out for being sick must have a doctor's note if they are seeking sick time.

**AGREEMENT and CERTIFICATION**

Please read the following carefully and sign in the space provided.

I hereby certify that the facts set forth in this application (and accompanying resume) are true and complete to the best of my knowledge. I agree and understand that any misrepresentation of information or failure to disclose information during the employment process may disqualify me from further consideration for employment and if employed, will subject me to dismissal. If I am offered employment, I understand I may be required to submit to a physical examination designed to determine whether I am able, with or without reasonable accommodation, to perform the essential functions of the job offered, as specified by Kids 'R' Kids, and that final acceptance for employment is subject to me successfully passing this physical examination. I further understand that any misrepresentation of information or failure to disclose information at the time of my physical may result in employment disqualification or dismissal.

I understand that in connection with my application for employment, an inquiry into my background may include an investigative consumer report, which provides applicable information concerning character, general reputation, personal characteristics and mode of living. I understand that I have the right to make a written request within a reasonable period of time for information as to the nature and scope of any such report.

If employed, I agree to conform to all Kids 'R' Kids rules and regulations and all Federal, State and local rules and regulations. In this regard, I understand that Kids 'R' Kids may, at its discretion, conduct searches of lockers, lunch boxes, tool boxes, clothing, purses, briefcases, vehicles, desks, work areas and other personal or Kids 'R' Kids property, and I hereby consent to such search. I also understand that if employed, my employment is for an indefinite period of time, that either Kids 'R' Kids or I may terminate my employment at will at any time, with or without cause or notice. I hereby disclaim the existence of any contract of employment, either express or implied.

This Agreement contains and represents the entire agreement between Kids 'R' Kids and me concerning the topics discussed herein. There are no oral or collateral agreements of any kind concerning such topics. I further understand that this Agreement cannot be orally modified and that any subsequent modification of this Agreement including the at-will state of employment I seek, must be in writing and duly executed by Kids 'R' Kids.

I certify that I am a true and bona fide job applicant honestly interested in the positions for which I have applied, and am seeking employment with Kids 'R' Kids solely to provide me the benefits of a job and for no other purpose.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORIZATION TO RELEASE INFORMATION**

I understand Kids 'R' Kids and its agents may investigate or seek information concerning my background and/or previous employment. I further agree and understand that if employed, Kids 'R' Kids may at any time seek any information from whatever source, which, in its discretion, deems relevant to my employment. Accordingly, I hereby authorize the previous employers and references listed in my application, any medical facility or related personnel, or any other source contacted by Kids 'R' Kids to give Kids 'R' Kids any and all information they may have, personal or otherwise. I hereby release Kids 'R' Kids and its agents, any previous employers, any medical facility or related personnel, any other persons or entities whatsoever involved in such an investigation or inquiry from all liability of any kind, including any damages on account of the furnishing of such information.

*I further understand that my Criminal Records Check will be sent in on the date of hire and my employment at Kids 'R' Kids may be terminated if my records check is not in compliance with State and Child Care standards. I also understand that my previous employment and my personal references will be checked.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_