

# apply for awesome

Today's Date: \_\_\_\_\_

## Office Use Only

Hired: yes/no

Hiring Managers Signature: \_\_\_\_\_

## Applicant

First Name: \_\_\_\_\_ M.I.: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Office Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Driver's License #: \_\_\_\_\_

SS#: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Position 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 Educaiton 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:	<input type="text"/>				
Dates attended:	<input type="text"/>	Location:	<input type="text"/>	Number of Hours:	<input type="text"/>
Course Title:	<input type="text"/>				
Dates attended:	<input type="text"/>	Location:	<input type="text"/>	Number of Hours:	<input type="text"/>
Course Title:	<input type="text"/>				
Dates attended:	<input type="text"/>	Location:	<input type="text"/>	Number of Hours:	<input type="text"/>
Course Title:	<input type="text"/>				
Dates attended:	<input type="text"/>	Location:	<input type="text"/>	Number of Hours:	<input type="text"/>

## Employment History

Employer:	<input type="text"/>	Address:	<input type="text"/>
Manger's Name:	<input type="text"/>	Manager's Phone #:	<input type="text"/>
May we contact this employer:	<input type="text"/>	Position/Title:	<input type="text"/>
Start Date:	<input type="text"/>	End Date:	<input type="text"/>
Reason for leaving:	<input type="text"/>		

Employer:	<input type="text"/>	Address:	<input type="text"/>
Manger's Name:	<input type="text"/>	Manager's Phone #:	<input type="text"/>
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Start Date:	<input type="text"/>	End Date:	<input type="text"/>
Reason for leaving:	<input type="text"/>		

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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: \$18.

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 \$33.25

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. Doodlebug Academy will pay for yearly renewals for active employees.

**Signature:**

**Date:**

