



1400 Lowell Road, P.O. Box 9122, Concord, MA 01742 (978) 371-0678

## EMPLOYMENT APPLICATION

### PERSONAL INFORMATION

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 (Last) (First) (M.I.) Social Security: \_\_\_\_\_

Home Address: \_\_\_\_\_  
 (Street) (City) (State) (Zip)

Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 (Home) (Cell)

Position Applying for: \_\_\_\_\_ Date Available: \_\_\_\_\_

How did you hear of this position?: \_\_\_\_\_

### EDUCATION

Type of School	Name and Location	Degree/Area of Study	Year of Graduation
High School			
College			
Graduate School			
Other			

### EMPLOYMENT HISTORY

Dates	Name & Address of Employer	Job Title & Brief Description of Duties	Reason for Leaving
From: To:			
From: To:			
From: To:			

## REFERENCES

	Name	Address	Work Phone#	Relationship to Application
1				
2				
3				

## LEGAL

Are you a U.S. citizen?  Yes  No

If no, do you have the necessary documents to work in the U.S.?  Yes  No

Have you ever been discharged from a place of employment?  Yes  No

If yes, please comment: \_\_\_\_\_

According to the **Massachusetts Department of Early Education and Care (DEEC)**, the applicant must disclose any criminal conviction or pending criminal charges.

Do you have any prior criminal or pending criminal charges?  Yes  No

If yes, please comment: \_\_\_\_\_

All applicants will have background checks through both Criminal Offender Record Information (CORI) and Department of Social Services (DSS).

## OTHER

Please list any skills or special talents which you wish us to consider?

Please briefly tell us why you are applying for this position and how you feel you will complement and augment the TCM teaching team.

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

The Children's Meetinghouse, Inc. (TCM) is a non-profit corporation funded through the tuition. We are licensed by the Department of Early Education and Care (DEEC). We are also accredited by the National Academy of Early Childhood Programs, a division of the National Association for the Education of Young Children in Washington, DC. A Board of Directors consisting of parents governs the school.

TCM promotes the hiring of qualified individuals without discrimination on the basis of race, color, religious creed, national origin, sex, sexual orientation, age, marital status, ancestry, or the handicap of a qualified handicapped person, provided they meet the requirements established by TCM for the job.