



COLORADO APPLICATION FOR EMPLOYMENT  
AN EQUAL OPPORTUNITY EMPLOYER

**INTRODUCTION**

Kids 'R' Kids is a full service School of Quality Learning. Each center is individually owned and operated by families such as your own, who wish to provide today's parents with Quality Child Care.

At Kids 'R' Kids we teach the often underestimated art of Quality Child Care, along with the needs and expectations of parents and children.

Kids 'R' Kids is rated as one of the top ten 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.

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 an applicant from consideration of employment on such grounds.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**DRUG POLICY**

**NO DRUG USE POLICY:** Kids 'R' Kids does not hire persons who use illegal drugs. All persons hired at Kids 'R' Kids will be required to take, and pass a strict screen for illegal drugs, and may be subject to periodic tests for illegal drugs. I hereby certify that I do not use illegal drugs.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date



**APPLICANT'S CERTIFICATION**

- ❖ I am able to perform adequately, the job duties for which I am applying.
- ❖ 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.
- ❖ I will comply with all state requirements for initial certification, and continue certification.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**PERSONAL INFORMATION**

Application Date:	Last Name:	First Name:	Middle Name:
Street Address:	City:	State:	Zip:
Home Telephone:	Cell Number:	Emergency Contact:	
Email Address:			
Emergency Telephone:	Relationship:		

Are you a citizen of the United States? Yes No  
 If not do you have lawful work status? Yes No  
 Would any employer, school or reference know you under another name? Yes No  
 If so, indicate what names: \_\_\_\_\_, \_\_\_\_\_.  
 Are you at least 18 years of age? Yes No  
 If applying as a director, are you at least 25 years of age? Yes No

Specify position(s) desired. (An "ANY" response is unacceptable.) Director ● Assistant Director ● Lead Teacher ● Teacher Substitute ● Cook ● Bus Driver ● other ●

Circle preferred Age Group: 6 wk.-10 mo., 10 mo.- 20 mo., 20 mo.-30 mo., 2 1/2, 3, 3 1/2, 4, 4 1/2, 5, School Age

Have you previously filed an application for employment with us, or been employed at another Kids 'R' Kids? If yes, when? \_\_\_\_\_ where? \_\_\_\_\_

List any relatives or friends working at any Kids 'R' Kids. (Give name and relationship)

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,



Have you ever been convicted of a crime)? If yes, give all details. (including any guilty, no contest, or similar pleas). Yes \_\_\_ No \_\_\_

Are you currently on layoff status, leave of absence or other suspension of employment and subject to recall with another employer? If yes, give all details Yes \_\_\_ No \_\_\_

Would you be willing to participate in a training program for teachers? Yes \_\_\_ No \_\_\_

Are you involved in any extracurricular activities outside of your job? Yes \_\_\_ No \_\_\_

If yes, please list activities that would affect your attendance:

**PERSONAL REFERENCES**

Legal considerations require us to request that you do not include your previous employer, minister, pastor, and do not list any relative.

NAME	ADDRESS	TELEPHONE	OCCUPATION

**SOURCE**

How did you learn about us? Friend \_\_\_ Relative \_\_\_ Advertisement \_\_\_

State Employment Service \_\_\_ Private Employment Agency \_\_\_

Name of Agency \_\_\_\_\_

	<u>NAME</u>	<u>CITY / STATE</u>	<u>TYPE OF DEGREE</u>	<u>MAJOR AREA OF STUDY</u>
High School	_____	_____	_____	_____
College	_____	_____	_____	_____
Business School	_____	_____	_____	_____
Vocational School	_____	_____	_____	_____

Are you current in First Aid training? Yes \_\_\_ No \_\_\_

Is your CPR certificate current? Yes \_\_\_ No \_\_\_

Do you hold any certificates for childcare training? Yes \_\_\_ No \_\_\_

Please list certificates:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**EMPLOYMENT RECORD**

List each job held. Start with your present or last job.

		Dates		
Employer:		From	To	Work Performed:
Address:				Phone Number:
		Salary		
Job Title:		Starting	Final	
Supervisor: _____				
Can we call for a reference check? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Reason for leaving: _____				

		Dates		
Employer:		From	To	Work Performed:
Address:				Phone Number:
		Salary		
Job Title:		Starting	Final	
Supervisor: _____				
Can we call for a reference check? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Reason for leaving: _____				

		Dates		
Employer:		From	To	Work Performed:
Address:				Phone Number:
		Salary		
Job Title:		Starting	Final	
Supervisor: _____				
Can we call for a reference check? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Reason for leaving: _____				



Employer:	Dates		Work Performed:
	From	To	
Address:			Phone Number:
Salary			
Job Title:	Starting	Final	
Supervisor: _____			
Can we call for a reference check? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Reason for leaving: \_\_\_\_\_

Additional employment information:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Explain any employment gaps:

\_\_\_\_\_

\_\_\_\_\_

**PERSONAL HISTORY**

**Smoking is not permitted in the center or anywhere on the premises or bus.**

Do you have access to transportation? Yes \_\_\_ No \_\_\_

Do you have children who will attend Kids 'R' Kids? Yes \_\_\_ No \_\_\_

If yes, please list:

NAME	AGE	GRADE



What is your philosophy in educating preschool children?

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What is your experience with children? (Indicate ages of children, duties, dates worked, reason for leaving)

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NOTES (for office use only):

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**AGREEMENT AND CERTIFICATION**

(PLEASE READ THE FOLLOWING CAREFULLY AND SIGN IN THE SPACE PROVIDED).

I hereby certify that the facts set forth in this employment application (and accompanying resume, if any), are true and complete to the best of my knowledge, and I agree and understand that any misrepresentation of information or failure to disclose information during the employment application 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 and agree 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.

I understand that Kids 'R' Kids prohibits the use, distribution of, or presence of tobacco in any form while at the center or on its property. In addition to buildings, parking lots, and playgrounds, the term property includes all vehicles used by Kids 'R' Kids to transport children, and any location of any field trip or extra curricula activity organized or sponsored by the center.

This application is current only for 60 days. At the conclusion of this time, if I have not heard from Kids 'R' Kids, and still wish to be considered for employment, I understand that it will be necessary for me to submit a new application.

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 and agree 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 the president of Kids 'R' Kids or his or her designee.

I certify that I am a true and bona fide job applicant, honestly interested in the position(s) 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.

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Signature

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Date



**AUTHORIZATION TO RELEASE INFORMATION**

I agree and understand Kids 'R' Kids and its agents may investigate or seek information concerning my background, and/or previous employment, whether of record or not. I further agree and understand that if employed, Kids 'R' Kids may at any time seek any information from whatever source, in its discretion, deemed relevant to my employment. Accordingly, I hereby authorize 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 concerning my previous employment, my medical condition, or any medical treatment, or any other 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, and 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 the date of hire, and my employment at Kid 'R' Kids #\_\_1\_\_ may be terminated if my Records Check is not in compliance with State and Child Care Standards.*

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Notes:  
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