

# Comprehensive Child Care Services Network of RI

462 Smithfield Ave

Pawtucket, RI 02860

[www.compservicesri.com](http://www.compservicesri.com)

Phone: 401-475-7707 Fax: 401-475-4832

## APPLICATION FOR EMPLOYMENT

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

### Personal:

Name: \_\_\_\_\_

First Middle Last

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

Street City State Zip

Mailing address: \_\_\_\_\_

(if different from above) Street City State Zip

Telephone number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_ Referred by: \_\_\_\_\_

Is a relative employed here:  Yes  No If yes, name? \_\_\_\_\_

In case of an emergency who may we contact? \_\_\_\_\_

Name

### Interest:

Position applying for: \_\_\_\_\_

Available hours:  Full time  Part time Hours available: \_\_\_\_\_

Desired Rate of Pay: \_\_\_\_\_

Have you ever been employed by Kids Klub or Comp Services? \_\_\_\_\_

Years

Why do you want to work in the child care profession: \_\_\_\_\_

Date you can begin employment: \_\_\_\_\_

### Education:

	Name & Location Of School	Years Attended	Date Graduated	Major Course of Study
High School		1 2 3 4 5		
College		1 2 3 4 5 6		
Other				

**\*\*Must present copy of transcript or diploma for all educational degrees high school and beyond\*\***

General subjects of special study or reference work: \_\_\_\_\_

What language(s) do you fluently speak/read other than English? \_\_\_\_\_

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Employment:

Please list former employers starting with the last one first

Employer Name & Address	Dates of Employment	Telephone Number Very Important	Position	Salary	Reason for Leaving

Federal Background Check:

Have you ever been convicted of a felony? \_\_\_\_\_ In what year? \_\_\_\_\_

All employees must pass a background check which includes fingerprinting, CANTS, and reference checks. Is there anything on your criminal record which may appear on your background check? \_\_\_\_\_  
If yes, please explain \_\_\_\_\_

Professional References:

Below please list the names of three people who know you on a professional level.

Reference Name	Address Address, City, State, Zip	Telephone Number Very Important	Years Known	Relationship

Legal:

Are you a U.S. citizen?  Yes  No

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

I authorize the investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause for dismissal. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of wages and salary, be terminated at any time without any previous notice.

Comp Services does not discriminate on the basis of race, color, sex, religion, national origin, ancestry, age, disability, or marital status. Comp Services is an equal opportunity employer and your response to any questions will not be used as a basis for discrimination, but will be judged on its relevance to the position you are seeking. (The Age Discrimination in Employment Act of 1987 prohibits discrimination on the basis of age with respect to individuals who are at least 40 but less than 70 years of age.)

ALL OFFERS OF EMPLOYMENT ARE CONTINGENT UPON THE CLEARANCE OF CANTS AND OTHER BACKGROUND CHECK INFORMATION. IF, AT ANY POINT OF EMPLOYMENT, AN EMPLOYEE CAN NOT BE CLEARED BY CANTS OR THE BACKGROUND CHECK THE EMPLOYEE MAY BE SUSPENDED OR TERMINATED IMMEDIATELY WITHOUT PAY UNTIL PROOF OF CLEARANCE IS RECEIVED.

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

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