



PROSPECT LATIN SCHOOL

Employment Application

Today's Date: _____	Position Desired: _____
Name: _____	Nickname: _____
Address: _____	City/State: _____ Zip: _____
Phone: (_____) _____	Social Security #: _____
Date of Birth: ____/____/____	Who referred you? _____

EDUCATIONAL BACKGROUND	
High School: _____	Grade Completed: _____
College/Vocational: _____	Grade Completed: _____
Major: _____	Year Graduated: _____
Classes related to position applied for: _____	
Professional Certifications/Credentials: _____	

EMPLOYMENT HISTORY – List employment history beginning with your most recent position.	
Organization: _____	Address: _____
Supervisor's Name: _____	Phone: _____
Position: _____	Start Date: _____ Ending Date: _____
Salary Received: _____	Reason Left: _____
Nature of work performed: _____	
Organization: _____	Address: _____
Supervisor's Name: _____	Phone: _____
Position: _____	Start Date: _____ Ending Date: _____
Salary Received: _____	Reason Left: _____
Nature of work performed: _____	
Organization: _____	Address: _____
Supervisor's Name: _____	Phone: _____
Position: _____	Start Date: _____ Ending Date: _____
Salary Received: _____	Reason Left: _____
Nature of work performed: _____	
Have you ever been dismissed from employment? (If yes, please explain) _____	
Have you ever been convicted of child abuse or neglect? _____	
List pertinent training (CPR training, CDC, etc.), volunteer work, etc.: _____	

"We learn not for school, but for life!"

In your own words, why are you applying for this position? _____

If hired, are you willing to furnish periodic TB skin test, criminal records check and other information as prescribed by Kentucky law ? _____

If hired, are you willing to attend school functions occasionally held in the evenings or weekends? _____

If hired, are you willing to be flexible as far as working hours and location? _____

If hired, when are you available to start? _____ Anticipated salary: _____

REFERENCES -- Please list two references (excluding family members).

_____ (Last Name) (First Name) (Initial)	_____ (Last Name) (First Name) (Initial)
Address: _____	Address: _____
City/State: _____ Zip: _____	City/State: _____ Zip: _____
Phone: (_____) _____	Phone: (_____) _____
Relationship: _____	Relationship: _____

EMERGENCY CONTACTS -- Please list two

_____ (Last Name) (First Name) (Initial)	_____ (Last Name) (First Name) (Initial)
Address: _____	Address: _____
City/State: _____ Zip: _____	City/State: _____ Zip: _____
Phone: (_____) _____	Phone: (_____) _____
Relationship: _____	Relationship: _____

To the best of my knowledge, The information contained in this application is valid and true and I understand any false statement may result in the rejection of this application or dismissal if already hired. I further give my consent for you to contact all current and previous employers and others listed on this application for verification of the information contained herein and references.

Signature: _____ Date: ____/____/____

"We learn not for school, but for life!"