



Application for Employment

PERSONAL INFORMATION

DATE OF APPLICATION: _____

Name:

Last, First MI

Local Address:

Street (Apt) City, State Zip

Alternate Address:

Street (Apt) City, State Zip

Contact Information:

(_____) _____
Phone Email**POSITION AND AVAILABILITY**

Position for which you are applying:

- Instructor** (supervises students in AfterSchool program)
- Teacher** (certified teaching professionals)
- Site Manager or Assistant Site Manager** (manages AfterSchool operations)

Are you currently employed? _____

Available Start Date: _____

Days and Hours Available:

- **Monday:** _____
- **Tuesday:** _____
- **Wednesday:** _____
- **Thursday:** _____
- **Friday** _____



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ALL ABOUT YOU:

Please attach a resume which includes your education and work experience

OR

Complete the sections below

EDUCATION:

High School

Name and location: _____

Graduated (Y/N)? _____ Currently Attending (Y/N)? _____

College or University

Name and location: _____

Graduated (Y/N)? _____ Currently Attending (Y/N)? _____

Major: _____

Specialized Training or Other Education

Name and location: _____

Graduated (Y/N)? _____ Currently Attending (Y/N)? _____

Subjects of Study _____

SKILLS

Please list your areas of highest proficiency, special skills or other items that may contribute to your abilities in performing the above-mentioned position.

PREVIOUS EXPERIENCE

Dates Employed	Company/Organization Name	Tasks Performed & Duties