



W240 N3103 Pewaukee Road  
Pewaukee, WI 53072  
Phone: 262-691-0720

Director: Elizabeth Melott  
Email: [emelott@christpewaukee.org](mailto:emelott@christpewaukee.org)

## - APPLICATION FOR EMPLOYMENT -

Please return the completed application to the Director in person or via email.

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Street

City

Zip

Phone Number \_\_\_\_\_ Birth date \_\_\_\_\_

Referred by

\_\_\_\_\_

In case of an emergency, whom should we notify? \_\_\_\_\_

Phone Number \_\_\_\_\_

Church Membership

\_\_\_\_\_

Email address

\_\_\_\_\_

**EMPLOYMENT DESIRED**

Position \_\_\_\_\_ Date Available \_\_\_\_\_

What prompted your application to our center?

\_\_\_\_\_

**EDUCATION**

Schools Attended

Date Attended

Major

\_\_\_\_\_

\_\_\_\_\_

Please list any courses, volunteer work, hobbies or interests that would relate to the position for which you are applying: \_\_\_\_\_

\_\_\_\_\_

Please list any community organization(s) in which you are active:

\_\_\_\_\_

\_\_\_\_\_

**REFERENCES**

Please list at least three people, not family or friends, whom you have known for at least one year who could attest to your interaction with children.

\_\_\_\_\_

Name

Address

Phone

\_\_\_\_\_

Name

Address

Phone

\_\_\_\_\_

Name

Address

Phone

**FORMER EMPLOYERS**

Name \_\_\_\_\_ Dates: \_\_\_\_\_ to \_\_\_\_\_  
Location \_\_\_\_\_ Salary on leaving \_\_\_\_\_  
Phone \_\_\_\_\_ Position \_\_\_\_\_  
Supervisor's name \_\_\_\_\_ Duties \_\_\_\_\_  
\_\_\_\_\_  
Reason for leaving \_\_\_\_\_

Name \_\_\_\_\_ Dates: \_\_\_\_\_ to \_\_\_\_\_  
Location \_\_\_\_\_ Salary on leaving \_\_\_\_\_  
Phone \_\_\_\_\_ Position \_\_\_\_\_  
Supervisor's name \_\_\_\_\_ Duties \_\_\_\_\_  
\_\_\_\_\_  
Reason for leaving \_\_\_\_\_

Name \_\_\_\_\_ Dates: \_\_\_\_\_ to \_\_\_\_\_  
Location \_\_\_\_\_ Salary on leaving \_\_\_\_\_  
Phone \_\_\_\_\_ Position \_\_\_\_\_  
Supervisor's name \_\_\_\_\_ Duties \_\_\_\_\_  
\_\_\_\_\_  
Reason for leaving \_\_\_\_\_

**SHORT ANSWERS**

Describe your ideal job:

Why do you want to work in a preschool setting?

If we were to ask your close friend what s/he thought your five best qualities are, what do you think s/he would say?

If we asked the same person what areas you needed to improve upon, what would they say?

What would you say are your goals for the next 1 – 5 years?

Please feel free to any other comments:

Signature \_\_\_\_\_

Date\_\_\_\_\_