



Noah's Ark Learning Center, Inc  
Application for Employment  
(Please Print)

Date: \_\_\_\_\_

**I. Personal Information**

\_\_\_\_\_  
**Name - Last:**

**First:**

**Middle:**

\_\_\_\_\_  
**Present Address**

\_\_\_\_\_  
**Permanent Address (if different from above)**

\_\_\_\_\_  
**Cell Phone**

\_\_\_\_\_  
**Home Phone**

\_\_\_\_\_  
**Email Address**

**Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity (valid Driver's License, Birth Certificate, Green Card, etc.) within three days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination.**

**Position Applied For:** \_\_\_\_\_

**1. Is there information we would need about your name or use of another name for us to be able to check your record? Please specify.**

\_\_\_\_\_

**2. Do you have any relatives who are presently (or have formerly been) employed by Noah's Ark Learning Center, Inc.?**

\_\_\_\_\_

**3. How were you referred to Noah's Ark Learning Center, Inc.?**

\_\_\_\_\_

**4. Have you ever been convicted of a felony? \_\_\_ Yes \_\_\_ No**  
**If yes, please explain.**

\_\_\_\_\_

## II. Educational History

School Name/Location	Years Completed	Degree/Diploma
<hr/>		
<b>Elem. /Jr. High</b>		
<hr/>		
<b>High School</b>		
<hr/>		
<b>College</b>		
<hr/>		
<b>Tech. Training</b>		
<hr/>		
<b>Other</b>		

## III. Employment Record *Please include all employment for the last five years.*

<b>1.</b> _____	
Company Name (Current or Most Recent Employer)	Position Held
_____	_____
Address	Dates Employed
_____	_____
Manager/Supervisor	Telephone
_____	_____
Reason for Leaving	Wage / Salary
_____	_____
<b>2.</b> _____	
Company Name (Current or Most Recent Employer)	Position Held
_____	_____
Address	Dates Employed
_____	_____
Manager/Supervisor	Telephone
_____	_____
Reason for Leaving	Wage / Salary
_____	_____
<b>3.</b> _____	
Company Name (Current or Most Recent Employer)	Position Held
_____	_____
Address	Dates Employed
_____	_____
Manager/Supervisor	Telephone
_____	_____
Reason for Leaving	Wage / Salary
_____	_____
<b>4.</b> _____	
Company Name (Current or Most Recent Employer)	Position Held
_____	_____
Address	Dates Employed
_____	_____
Manager/Supervisor	Telephone
_____	_____
Reason for Leaving	Wage / Salary
_____	_____

**IV. References** *Please do not include relatives or former employers.*

1. _____ Name	_____
_____	Years Known
_____	_____
Address	Telephone
_____	_____
Address (continued)	Occupation
_____	_____
2. _____ Name	_____
_____	Years Known
_____	_____
Address	Telephone
_____	_____
Address (continued)	Occupation
_____	_____
3. _____ Name	_____
_____	Years Known
_____	_____
Address	Telephone
_____	_____
Address (continued)	Occupation

**V. Work Availability**

1. If your application receives favorable consideration, when will you be available to start? \_\_\_\_\_
2. Do you have any objection to working overtime (yes or no)? \_\_\_\_\_
3. Can you work overtime without prior notice (yes or no)? \_\_\_\_\_

**VI. Salary Hourly Rate Requirements**

If your application receives favorable consideration, what salary / hourly rate would you request?

\$ \_\_\_\_\_ per \_\_\_\_\_

# Background Research Release

**Please read this section carefully and acknowledge your understanding by signing your name in the space below.**

I certify that all the statements made by me on this application for employment are true, correct, and complete to the best of my knowledge.

## **1. Consent to Conduct Background Investigation**

As a condition of and in consideration for Noah's Ark Learning Center's consideration for this application, I give permission to Noah's Ark Learning Center, Inc. to investigate my personal and employment history. I understand that this background investigation will include, but not limited to, verification of all information on this application, as well as interviews with past employers. I further give permission to Noah's Ark Learning Center, Inc. to conduct this investigation and to discuss the results of this investigation in connection with my application for employment.

## **2. Consent to Contact past Employers**

I give permission to Noah's Ark Learning Center, Inc. to contact all employers listed in this application (except those specifically excluded) for references. I further give permission to all current or previous employers and/or managers or supervisors to discuss my relevant personal and employment history with Noah's Ark Learning Center, Inc. I further give consent to the release of such information orally or in writing, and hereby release them from all liability and agree not to sue them for defamation or other claims based upon any statements they make to any representative to Noah's Ark Learning Center, Inc.

## **3. Consent to Contact Government Agencies**

I give permission to any agent, attorney or representative of Noah's Ark Learning Center, Inc. to receive a copy of any information obtained in the file of any federal, state or local court, government agency, law enforcement agency or investigator concerning or relating to me. I further consent to the release of such information, and waive any right under state law concerning notification of the request for a release of such information. In the event a state law does not provide for prospective employers to have access to information. I hereby delegate Noah's Ark Learning Center, Inc. as my agent for receipt of information. I understand that the scope of this information will be limited to criminal and/or civil records that relate to honesty, integrity and/or abilities.

## **4. Cooperation with Investigation**

I agree to fully cooperate in Noah's Ark Learning Center, Inc.'s background investigation, and to sign any waivers or release that may be necessary to obtain access to relevant information. In the event that any informal employer or federal, state or local government agency will not release reference information or criminal history information directly to the employer, I agree to personally request such information to the extent permitted by law.

## **5. Falsification Statement**

I understand that any falsification or willful omission of fact matter in this application or in connection with any background investigation may be sufficient grounds for rejection of this application, or, if discovered after an offer of employment, for immediate dismissal.

## **6. Employment "At Will"**

In consideration of my employment, I agree to conform to the rules and regulations of Noah's Ark Learning Center, Inc., and my employment and compensation is "at will" in that they can be terminated with or without notice, at any time, at the option of either Noah's Ark Learning Center, Inc. or myself, except as otherwise provided by law.

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Applicant's Signature

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Date