

 **Job Application**

**Non-Teaching Staff**

Thank you for applying to work at Lifecycle Kids! Please answer all questions completely. You may also attach a resume in addition to this application but not as a replacement for this application. Only US Citizens or aliens who have the legal right to work in the US are eligible for employment. Lifecycle Kids, LLC does not discriminate based on age, race, color, gender, socioeconomic status, sexual orientation, creed or religion, national origin, ancestry, political persuasion, veterans' status, or disability in administration of its admission, education, employment and programming policies and practices.

**Personal Information**

Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: (Cell/Home)
Current Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you over the age of 18? (Y/N)

Can you submit documentation verifying your legal right to work in the US and your identity if hired? (Y/N)

Have you been convicted of a felony in the last seven years? (Y/N)

(Such conviction may be relevant if job related, but does not bar you from employment.)

**Employment Interest**

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

Please check all options of interest:

Full Time\_\_ Part Time\_\_ Temporary Full Time \_\_ Temporary Part Time \_\_ Summer Only \_\_

**Availability** – List times available for each day.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
|  |  |  |  |  |

**Education Completed**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Circle One** | **Date Graduated** | **Name & Location of Issuing Agency** |
| **High School** | Diploma / GED |  |  |
| **College** | Associates/Bachelors/Did not complete |  |  |

**Job Related Qualifications**

Provide a complete description of qualifications related to the specific job position you are applying for. Please include specific tasks and abilities for each qualification area to highlight why you feel qualified for this position.

**Job Skills & Duties**

Please check only the job skills and duties you feel you are capable and qualified to perform:

* + Bending over frequently to clean and sweep cafeteria
	+ Chopping, Dicing, Mincing
	+ Counting out servings according to state meal portion requirements
	+ Dishwashing after each meal
	+ Following verbal instructions
	+ Following written instructions
	+ Improvising on food plans if needed on short notice
	+ Lifting 50lbs
	+ Maintaining food/kitchen supply inventory records
	+ Maintaining proper food temperature
	+ Maintaining proper kitchen sanitation
	+ Operating a griddle
	+ Operating a stove/cooktop
	+ Operating a vacuum
	+ Squatting and kneeling
	+ Standing for an entire shift
	+ Standing/climbing up stools/ladders
	+ Time management to maintain lunch schedules

**Employment History**

Please provide a complete description. For part time work, show the average number of hours per month. You may also attach a separate sheet with additional information.

**Most Recent Employment**

Employer & Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of Business: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Starting & Ending Job Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dates Employed FROM: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_TO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pay Rate: Starting: $\_\_\_\_\_ /hr Final: $\_\_\_\_\_ /hr Number of Hours Worked: /(Wk/Mo)

Reason for leaving: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Summarize the nature of the work performed and job responsibilities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

May we contact him/her for a reference? (Yes / No / Later)

Please provide reason(s) why we should not contact this supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Previous Employment**

Employer & Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of Business: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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