

**Penfield Presbyterian Early Learning Center
1881 Jackson Road
Penfield, NY 14526
(585) 377-0122**

Application For Employment

Personal Information:

Name: _____

Present Address: _____

Email Address: _____

Phone number: _____

Employment Desired: _____ Full-time _____ Part-Time

Position Applying For: _____

Available Start Date: _____

Availability: We are open from 6:30am-6pm – Please note hours you are available.

Monday	Tuesday	Wednesday	Thursday	Friday

Salary Desired: _____

Are you currently employed? _____

If so, may we inquire of your present employer? _____

Education:

Name of School	Last year completed	Did you graduate?	Degree Received
High School			
College			
Additional Schooling:			

Employment History: List previous employers starting with the most recent.

Dates	Name/Address /Phone #	Position	Salary	Reason for leaving
From:				
To:				
From:				
To:				
From:				
To:				
From:				
To:				

References: Please give the names of 3 persons, not related to you, whom you have known for at least one year. Please include at least one personal and two professional.

Name	Address	Phone #	Years known	How do you know this person

Do you have any physical condition that may limit your ability to perform the job in which you have applied? _____

Have you previously applied with PPELC? _____ YES _____ NO

I authorize investigation of all statements in this application. I understand that misrepresentation or omission of facts is cause for dismissal.

Signature: _____ Date: _____