

APPLICATION FOR EMPLOYMENT
Elementary Classroom Group Leader
Red Caboose Child Care Center, Inc.
 654 Williamson St., Madison, WI 53703

NAME: _____ DATE: _____

PHONE: _____ EMAIL: _____

ADDRESS: _____

PLEASE CHECK THE FOLLOWING THAT APPLY:

- I have completed 3 credits, on the college level, in Early Childhood or Elementary Education, related to child development (**please attach transcript**)
 Name of course: _____
- I have completed the following classes, on technical school level (**please attach certificate**)
 - Introduction to the Child Care Profession
 - Skills and Strategies for the Child Care Teacher
 - Other _____
- I have a CDA or equivalent (**please attach certificate**)
- I have an associate degree in Child Development (**please attach transcript and diploma**)
- I have a BA or BS in early Childhood Education (**please attach transcript and diploma**)
- I have a Registry certificate (**please attach**)
- I have had 80 full or 120 part days experience providing direct childcare (as a teacher or volunteer) in a licensed day care center, kindergarten, or early or elementary childhood program
- I have had training in Shaken Baby SIDS CPR First Aid

	School, College or Other Training	Dates Attended	Nature of Study	Degree
1				
2				
3				
4				
5				

ATTACH A COPY OF YOUR TRANSCRIPT/CERTIFICATES TO THIS APPLICATION.
NO APPLICATION WILL BE CONSIDERED WITHOUT THEM!

PLEASE LIST YOUR CURRENT AND/OR MOST RECENT EMPLOYER AND ALL RELEVANT WORK AND/OR VOLUNTEER EXPERIENCE.

	Employer (Name & City)	Job Title	Supervisor Name & Phone	Dates Employed	Hrs/Wk	Reason for leaving	Ages of kids
1				mm/yy-mm/yy			
	Job Duties:						Paid or Vol?
2				mm/yy-mm/yy			
	Job Duties:						Paid or Vol?
3				mm/yy-mm/yy			
	Job Duties:						Paid or Vol?
4				mm/yy-mm/yy			
	Job Duties:						Paid or Vol?
5				mm/yy-mm/yy			
	Job Duties:						Paid or Vol?

PLEASE ANSWER THE FOLLOWING ON A SEPARATE SHEET OF PAPER:

1. Why are you interested in working in the school age program at Red Caboose?
2. What special skills and talents could you add to our program?

PLEASE ATTACH YOUR RESUME

I certify the information in this application is true, and I give Red Caboose permission to contact any of the people/agencies listed above in Work and Volunteer Experience.

signature

date

The following information is requested for our Affirmative Action records. Submission of the information is voluntary: it will not be used in our decision to hire or promote. Failure to submit the information will not affect our decision to hire or promote.

Sex Male
 Female

Race White
 Black
 Asian/Pacific Islander
 American Indian/ Alaskan Native
 Hispanic

Age _____

Nature of Handicap _____

How did you hear about this position?

Isthmus
 Craigslist
 UW Student Job Center
 Edgewood Job Placement
 MATC Job Placement
 Friend/Family
 Local Organization: _____
 Other: _____