



Academic Advantage Child Development Center, Inc.

8215 Northwoods Dr. Ste. 100
Lincoln NE, 68505
402-465-4769

7301 S. 15th St.
Lincoln, NE 68512
402-421-7301

6021 S. 56th St.
Lincoln, NE 68516
402-420-5440

Kirsten McMann & Brooke Rossman, Owners / Directors
www.AACDC.com

**“Teaching,
Nurturing &
Developing
the Future... One
Child at a Time.”**

PERSONAL INFORMATION

NAME Last	First	Middle	DATE (Will Keep In File for 6 Months)
STREET ADDRESS			Home Phone () - () Cell / Business Phone () - ()
CITY, STATE, ZIP			Email Address:
PRESENT POSITION			Have you applied with us before? ___ Yes ___ No When? _____ Were you offered a position? _____ Other info: _____
Do you have 1500 verifiable clock hours working with children in organized group activities? <input type="checkbox"/> Yes <input type="checkbox"/> No (If no, this does NOT exclude you from consideration)			Any physical / mental conditions / handicaps that may limit your job performance? ___ If yes, what can we do to accommodate your limitation? _____
Are you legally eligible for employment in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please explain _____			Are you at least 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No When are you available to begin work? _____
Have you lived outside Nebraska in the last 12 months? _____ If so, where? _____			What hours / days are you available to work? _____

EDUCATION

SCHOOL	NAME AND ADDRESS OF SCHOOL	COURSE OF STUDY	NO. OF YEARS COMPLETED	DID YOU GRADUATE?	DEGREE OR DIPLOMA
COLLEGE				<input type="checkbox"/> Yes <input type="checkbox"/> No	_____ Year _____
HIGH SCHOOL				<input type="checkbox"/> Yes <input type="checkbox"/> No	_____ Year _____
OTHER				<input type="checkbox"/> Yes <input type="checkbox"/> No	_____ Year _____

POSITION DESIRED

TYPE OF POSITION DESIRED: _____

CPR / First Aid Certified: Yes No If Yes, When does your certification expire? _____

Other Certifications, Licenses or Special Training Received: _____

How did you hear about employment opportunities with Academic Advantage? _____

REFERENCES (2 Non-Relative References Required. If experienced in child care, list former employers.)

NAME	ADDRESS	TELEPHONE	OCCUPATION

Please answer the following questions:

1. Have you ever been convicted of a felony or misdemeanor (other than minor traffic violations)? _____ **If Yes, Please Explain** _____

(Background checks will be completed upon employment or placement on any substitute list. This report will include any and all violations of law; failure to include all violations may result in denial of employment. You will be required to sign a release form in order to run the necessary background checks prior to hire. We reserve the right to drug test all applicants and employees.)

2. Have you ever been discharged or requested to resign from a former position? _____

3. Have you ever been convicted of any offense involving the sexual molestation, physical or sexual abuse or rape of a child? _____

4. Are you related to any current or former employees of AACDC? _____ Relationship? _____

5. Have you ever been the subject of a founded case of child abuse and neglect? _____

I hereby declare the information provided by me in this Application of Employment is true, correct and complete to the best of my knowledge. I understand that if employed, any misstatement or omission of fact on this application shall be considered cause for dismissal. I further understand that this application is not a contract of employment, nor does this application obligate the employer in any way if AACDC decides not to employ me. I also acknowledge and understand that if I am employed by AACDC, my employment is not for any specific term and is terminable at the will of either AACDC or myself at any time, with or without reason or notice.

I understand that if employed I will be required to have a complete child abuse / background check and to become/remain CPR certified, as well as maintain annual in-service hours required by state law. I authorize you to check all former employers, references and my personal history.

_____ DATE	_____ SIGNATURE
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As required by Federal Laws and Regulations, Academic Advantage Child Development Center, Inc. does not discriminate on the basis of age, gender, race, color, religion, qualified non-job related medical or disabling conditions, military status, national origin or any other legally protected status in employment or in its educational programs and activities.