



Northeast Georgia's
Early Intervention Center
P.O. Box 5758
Gainesville, GA 30504
770-535-8372
770-535-0252 FAX

Application for Employment As of February 17, 2010

Date: _____ Position Desired: _____

NAME: (FIRST) (MIDDLE) (LAST)

ADDRESS: (STREET) (CITY) (STATE) (ZIP)

PHONE: (HOME) (CELL) (OTHER)

Please indicate your contact preference: Home Phone Cell Phone Other Phone

E-Mail _____

E-MAIL ADDRESS

Are you over the age of 18? _____

Desired Hourly Rate: _____ Date Available: _____

Type of employment desired: Part-Time Full-Time Temporary

Have you submitted an application here before? Yes _____ No _____

If yes, please give date(s) _____

Have you ever been employed here before? Yes _____ No _____

If yes, please give date(s) _____

Education

Please attach copies of any post-secondary certificates, diplomas, degrees and/or transcripts.

	Place	Diploma/Degree/Certificate
Secondary/ High School		
Technical College		
College/ University		
College/ University		
Other		

Professional Certification

If applicable, please list all teaching or other certificates you currently hold or have previously been issued.

Certificate Type and Level	Field	Expiration Date

Praxis II Information

If applicable, please list any information regarding Praxis II assessments.

Name of Test	Test Number	Score	Passed (Y or N)	Date Taken

PROFESSIONAL AND PERSONAL RECOGNITIONS AND ACTIVITIES

Honors/Awards Received: _____

Community Involvement: _____

Professional Activities: _____

REFERENCES

	NAME & ADDRESS	PHONE	Reference Check/Notes (Office Use Only)
PROFESSIONAL REFERENCE (If different from info above)			
PROFESSIONAL REFERENCE (If different from info above)			
PERSONAL REFERENCE			
OTHER REFERENCE			

OTHER INFORMATION

If you are not a United States citizen, do you have a Visa to work in the US?

If yes, what kind of Visa classification? _____

Visa Registration Number: _____

Has bond or security clearance ever been denied and/or canceled? Yes _____ No _____

If yes, please explain _____

Under the Americans with Disabilities Act of 1991, this program is required to reasonably accommodate individuals with a disability. The reasonable accommodation requirement applies to the application process, any pre-employment testing, interviews and actual employment, but only if the program supervisor is made aware that an accommodation is required. If you are disabled and require accommodation, you may request it at any time during the interview process. You are obligated to inform the program director of your needs if it will impact your ability to perform the job for which you are applying. **If reasonable accommodation is needed to perform the job duties, please identify accommodations needed:**

Having read the job description for the position for which you are applying, are you in all respects able to adequately perform the duties as described? Yes _____ No _____

If no, please explain: _____

Do you have a criminal record? Please initial one: Yes _____ No _____ If yes, please explain in one or two lines.

Have you ever been shown by credible evidence, e.g. a court order or jury, a department of investigation or other reliable evidence to have abused, neglected or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct?

Yes _____ No _____

I CERTIFY THAT ALL INFORMATION ON THIS APPLICATION IS CORRECT. I HAVE NOT GIVEN ANY FALSE STATEMENT CONCERNING MY QUALIFICATIONS.

Signature: _____

Date: _____