

# By Leaps and Bounds Child Care and Preschool

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## Cook Application for Part-Time Employment

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Today's Date \_\_\_\_\_

Position applying for \_\_\_\_\_ Part-time \_\_\_\_\_ Float \_\_\_\_\_

Name \_\_\_\_\_

Phone # \_\_\_\_\_ Cell# \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_ E-Mail \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Other names you have worked under: \_\_\_\_\_

Last physical exam date \_\_\_\_\_ Last TB test date \_\_\_\_\_

Do you have any physical condition or limitations that may restrict your performance on the job you are applying for? \_\_\_\_\_

High School: \_\_\_\_\_ Date of graduation \_\_\_\_\_

Address: \_\_\_\_\_

Educational background: (schools, food service/sanitation certificates and dates completed)

Licenses, certificates or credentials (dates completed) which qualify you for this position?

Special skills or talents which you may care to list:

Are you CPR Certified for infants, children and adults? \_\_\_\_\_  
Last date of certification \_\_\_\_\_ Course taught at \_\_\_\_\_

Membership in professional organizations \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Work Experience \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. Current or Most Recent Place of Employment \_\_\_\_\_  
Employers Address \_\_\_\_\_  
Employers Phone Number \_\_\_\_\_  
Supervisors Name \_\_\_\_\_ Job Title \_\_\_\_\_  
Date Employed \_\_\_\_\_ Ending Date of Employment \_\_\_\_\_  
Job Description/Responsibilities \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for separation of employment: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Former or Previous Place of Employment \_\_\_\_\_  
\_\_\_\_\_  
Employers Address \_\_\_\_\_  
Employers Phone Number \_\_\_\_\_  
Supervisors Name \_\_\_\_\_ Job Title \_\_\_\_\_  
Job Description/Responsibilities \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Employed \_\_\_\_\_ Ending Date of Employment \_\_\_\_\_  
Reason for separation of employment: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**References:    Name                      Address                      Title                      Phone #**

Professional  
1. \_\_\_\_\_  
2. \_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_

Personal

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_

Have you ever been convicted of a crime? Yes \_\_\_\_\_ No \_\_\_\_\_  
When/Where/Why/Outcome \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Exclusions: Minor traffic violations for which the fine was not over \$100.00; or an offense which was settled in a juvenile court)

Give a brief explanation why you would like this position \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What do you feel most qualifies you for this position? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If needed, would you be willing to enroll in any necessary courses or training that is required for the position you are applying for? Yes \_\_\_\_\_ No \_\_\_\_\_

Would you be willing to maintain continuing education hours (4 hrs for food service/sanitation) per calendar year as required by state licensing? Yes \_\_\_\_\_ No \_\_\_\_\_

If you accepted this position how soon would you be available? \_\_\_\_\_