



## SJB CHILD DEVELOPMENT CENTERS INC. APPLICATION FOR EMPLOYMENT

WHO WE ARE: ABC Child Development Centers has been a significant part of the Weld County early childhood education picture since 1969. ABC has grown from one center with 35 children to five centers in the Greeley-Evans area. SJBCDC also administers 14 Bright School-Age Centers (BSAC), which are elementary school based centers, in Greeley-Evans, Johnstown-Milliken, and Windsor-Severance.

ABC/BSAC employees are dedicated to provide the finest educational experience for all of the children they serve, encouraging a lifetime love of learning. Children's programming is focused on building a solid sense of self-esteem, leadership, and achievement in healthy, stimulating, age-appropriate environments. ABC strives to partner with families, school districts, and community entities to provide positive and comprehensive growth opportunities for all of the children we serve. We are committed to the highest standards of integrity and leadership throughout our community.

### ESSENTIAL FUNCTIONS FOR ALL EMPLOYEES

1. Able to observe, see, hear, and respond quickly to children's needs, emergencies, and conflicts that might occur in a classroom, on a playground, in bathrooms, and common areas.
2. Able to lift 30 pounds from the floor to a waist high table height 15 times daily.
3. Able to reach 30 feet away within ten seconds without danger to the staff person's health.
4. Able to crouch to a child's height, maintain eye contact at the child's level, sit on the floor, and stand tall enough to reach children on the highest piece of equipment.
5. Able to determine cognitive, social, and physical needs of children and communicate in writing and verbally in the English language at a level that 95 percent of parents and other staff are able to understand and respond.
6. Able to handle the stress, tension, and exasperation that contact with many children and parents bring every day without a negative attitude or physical impact.
7. Able to be consistently physically and mentally present to meet children's needs.

I understand that to be employed by SJB Child Development Centers, INC. I must be able to perform the above essential functions. I also understand that enrollment and work needs change from day to day and from season to season. In order to maintain State licensing ratios and to be cost efficient, staff may be assigned to different classrooms, job descriptions, or centers based on company need. Job descriptions for each job/position are included in the Forms section of the SJB Child Development Centers, INC. Staff Personnel Policies and Procedures Handbook [Section VI.].

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

### PERSONAL INFORMATION:

NAME: \_\_\_\_\_  
LAST FIRST MIDDLE

ADDRESS: \_\_\_\_\_  
STREET CITY STATE ZIP CODE

PHONE NUMBER: \_\_\_\_\_ ALTERNATE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

ARE YOU 18 YEARS OR OLDER? YES \_\_\_\_\_ NO \_\_\_\_\_

ARE YOU PREVENTED FROM LAWFULLY BECOMING EMPLOYED IN THIS COUNTRY BECAUSE OF VISA OR IMMIGRATION STATUS?  
YES \_\_\_\_\_ NO \_\_\_\_\_

**EMPLOYMENT DESIRED:**

POSITION: \_\_\_\_\_ WAGE DESIRED: \_\_\_\_\_

ARE YOU CURRENTLY EMPLOYED? \_\_\_\_\_ IF SO, CAN WE CONTACT EMPLOYER? \_\_\_\_\_

HAVE YOU APPLIED WITH OUR COMPANY BEFORE? \_\_\_\_\_ IF SO, WHERE? \_\_\_\_\_ WHEN? \_\_\_\_\_

REFERRED BY: \_\_\_\_\_

EDUCATION	NAME AND LOCATION OF SCHOOL	NUMBER OF YEARS ATTENDED	DID YOU GRADUATE?	SUBJECTS STUDIED
HIGH SCHOOL				
COLLEGE				

**FORMER EMPLOYERS**

DATE (MONTH AND YEAR)	COMPANY	SALARY/WAGE	POSITION	REASON FOR LEAVING
FROM: _____ TO: _____				
FROM: _____ TO: _____				
FROM: _____ TO: _____				

**REFERENCES**

NAME	PHONE	BUSINESS	YEARS AQUAINTED
1.			
2.			
3.			

**WORK AVAILABILITY**

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
FROM:					
TO:					

PERJURY STATEMENT – Every application in the State of Colorado for with a child care, facility, or for the certification of a foster home, shall include the following notice to the application: “Any applicant who knowingly or willfully makes a false statement of any material fact or thing in the application is guilty of perjury in the second degree as defined in section 18-8-503, C.R.S. and upon conviction thereof, shall be punished accordingly.” In addition: “I certify that all information submitted by me on this application is true and complete, and I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected and, if I am employed, my employment may be terminated at any time. In consideration of my employment, I agree to conform to the company’s rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or the company’s option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice, at any time by the company. I understand that no company representatives, other than its president, and then only when in writing and signed by the president, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing.”

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_