



Anamoose ♦ Devils Lake
Harvey ♦ Rugby ♦ Towner

1401 College Drive North
Devils Lake, ND 58301
Phone (701) 665-4449

Employment Application

PERSONAL INFORMATION

Name: _____ Date: _____

Physical Address: _____
Street City State Zip

Mailing Address: _____
Street City State Zip

Email: _____

Home Phone: _____ Cell Phone: _____

EMPLOYMENT DESIRED

Position desired: _____ Date available to begin: _____

Have you previously applied for a position with this program? Yes No

Were you referred to Early Explorers by a current staff member? Yes No

If yes, who: _____

Are you currently certified in CPR? Yes No

Are you currently certified in First Aid? Yes No

Do you have a current TB screening: Yes No

Do you have a current and valid ND driver's license? Yes No

EDUCATIONAL BACKGROUND

	Name/location of school	Years	Graduate?	Degree/Focus
<input type="checkbox"/> High School <input type="checkbox"/> GED	_____			
College/University:	_____			
Trade/Business/	_____			
Correspondence School:	_____			
Other:	_____			

GENERAL INFORMATION

Subjects of special study, training, and skills

EMPLOYMENT HISTORY

Dates from/to	Name/Address of Employer	Salary	Position	Reason for Leaving
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

PERSONAL REFERENCES

Please provide the names of three persons, not related to you, and whom you have known for at least one year who can prove a personal character reference upon our contact.

Name	Address	Phone Number	Years Known
1 _____	_____	_____	_____
2 _____	_____	_____	_____
3 _____	_____	_____	_____

Authorization – I certify that the information contained in this application is true and complete to the best of my knowledge. I understand that any falsified statements may be the grounds for dismissal. I authorize investigation of all statements contained including references and employers listed.

Signature of Applicant

Date

Do Not Write Below This Line

Date Application Received _____ Resume Attached Yes No

Letter Attached Yes No Chosen for Interview Yes No Time: _____

Comments:

Interviewed By: _____ Date: _____

Position Offered _____ Accepted Position _____ P/C approval _____

Supervisor _____ Wage _____ Starting Date _____



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PRE-EMPLOYMENT BACKGROUND CHECK

I give permission to McHenry County Sheriff Law Enforcement to conduct a background check on my name prior to prospective employment with Early Explorers. I further consent that any information found can be shared with Early Explorers staff.

I. IDENTIFYING INFORMATION (please print)

Print your Name	
Maiden Name/Aliases	
Date of Birth	
Social Security Number	
Current Residential Address	
City - State - Zip code	
Home/Cell Phone Number	
Other Towns/States Resided in/Employed in	

II. ASSURANCE AND CERTIFICATION SIGNATURE

I CERTIFY THAT I HAVE NOT BEEN FOUND GUILTY OF A CRIME AGAINST CHILDREN AND/OR HAVE NOT BEEN CONVICTED OF A FELONY CRIME. IN THE EVENT THAT I AM FOUND GUILTY OF A CRIME AGAINST CHILDREN, BEEN CONVICTED OF A FELONY OR A CHILD ABUSE/NEGLECT DECISION OF 'SERVICES REQUIRED' HAS BEEN MADE, I WILL IMMEDIATELY NOTIFY MY EMPLOYER OR THE COUNTY SOCIAL SERVICES BOARD

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE	Print Name _____	Date
	Signature _____	

III. BACKGROUND CHECK RESULTS

The above mentioned individual has been investigated by McHenry County Law Enforcement who finds –
 _____ This individual to be clear of any crimes against children; has not been convicted of felony, or a child abuse/neglect decision of "Services required."

_____ This individual has been charged with a crime(s) against children; or has been convicted of a felony; or a child abuse/neglect decision of "services required" or other criminal activity.

Comments –

Certified by McHenry County Law Enforcement Official _____
 Title _____ Date of Background check _____