



Once Upon a Child is an equal opportunity employer. Applicants for all job openings are welcome and will be considered without regard to race, color, religion, sex, age, disability, creed, national origin or any other characteristics protected by applicable federal, state and local laws.

Position Desired:				Today's Date: ___/___/___			How did you hear about the job opportunities at <i>Once Upon a Child Altamonte Springs</i> ? <input type="checkbox"/> job advertisement <input type="checkbox"/> employee referral <input type="checkbox"/> website <input type="checkbox"/> other: _____ Interview Date: _____ Interview Time: _____
<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time				Expected pay:			
Please give your availability below:				Available Start Date: ___/___/___			
SUN	MON	TUES	WED	THURS	FRI	SAT	
10am-7pm	8am-5pm	am	am	am	8am-5pm	8am-5pm	
	2pm-9pm	pm	pm	pm	2pm-9pm	2pm-9pm	
YOU MUST BE AVAILABLE AT LEAST ONE WEEKEND DAY.							

PERSONAL INFORMATION

Last Name:		First Name:	
Address:			
City:		State:	Zip Code:
Home Phone #:		Cell phone #: _____ TEXT OK	
Email:		Are you at least 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Are you legally eligible to work in the United States and can you present proof of such eligibility if hired?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you fluent in any language other than English? (<i>Spanish is a plus.</i>)	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what language?	
Have you ever been dismissed or forced to resign from any employment?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you been convicted of a felony crime or theft-related misdemeanor? Convictions will not necessarily disqualify applicant and all information is strictly confidential.	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, are you willing to discuss privately with management as to the circumstances?
Do you have any relatives/friends that currently work for a Once Upon a Child ?	<input type="checkbox"/> Yes _____ <input type="checkbox"/> No	

Please rank yourself from 1 (low) to 10 (high) in the following areas:

<input type="checkbox"/> I am a self-starter	<input type="checkbox"/> I deal well with stress	<input type="checkbox"/> I can handle criticism
<input type="checkbox"/> I am detail oriented	<input type="checkbox"/> I make decisions easily	<input type="checkbox"/> My energy level is high
<input type="checkbox"/> I am organized	<input type="checkbox"/> I learn quickly	<input type="checkbox"/> I am computer literate
<input type="checkbox"/> I am happy	<input type="checkbox"/> I like to interact with people	<input type="checkbox"/> I am knowledgeable about children's products

EDUCATION INFORMATION

Are you currently a student? <input type="checkbox"/> Yes <input type="checkbox"/> No		If Yes: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time			
Level of Education					
	Institution Name	Program/Major	# of Years	Graduated?	Diploma/Degree
High School				<input type="checkbox"/> Yes <input type="checkbox"/> No	
College				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other				<input type="checkbox"/> Yes <input type="checkbox"/> No	

EMPLOYMENT HISTORY

Please list current and past employment history below. In the space allotted below, please list responsibilities, promotions, special recognition, or awards etc.

May we contact your current and previous employers for references? ___ Yes ___ No	
Are you currently employed? ___ Yes ___ No ___ Full time ___ Part Time	
Name of Company:	
City/State:	Job title:
Phone #:	Immediate supervisor:
Period of Employment: ___/___ to ___/___	Reason for departure:
Starting Wage:	Ending Wage:
Responsibilities: _____ _____	
Name of Company:	
City/State:	Job title:
Phone #:	Immediate supervisor:
Period of Employment: ___/___ to ___/___	Reason for departure:
Starting Wage:	Ending Wage:
Responsibilities: _____ _____	
Name of Company:	
City/State:	Job title:
Phone #:	Immediate supervisor:
Period of Employment: ___/___ to ___/___	Reason for departure:
Starting Wage:	Ending Wage:
Responsibilities: _____ _____	

If you do not have work references, please list three personal references. Personal references should not be individuals who are related to you.

Full Name:	Phone #:	Relationship:
Full Name:	Phone #:	Relationship:
Full Name:	Phone #:	Relationship:

PLEASE READ THIS STATEMENT CAREFULLY

I understand that if I am hired by Once Upon a Child Altamonte Springs, my employment will be considered **"AT-WILL"** and that my employment relationship with Once Upon a Child Altamonte Springs can be terminated at any time for any reason, with or without cause either at my option or at the option of Once Upon a Child Altamonte Springs. The information I have supplied on this application and in my resume or other related documents submitted is true and complete to the best of my knowledge. I understand that any false statement or significant omission by me may be justification for Once Upon a Child Altamonte Springs to refuse to hire me or cause for my dismissal if discovered at a later date. I hereby authorize Once Upon a Child Altamonte Springs to investigate the information I have furnished on this application, and I understand that employment is subject to acceptable employment references, and other references, as applicable. I hereby release my former employers, educational institutions and professional references from liability and damages arising from furnishing the requested information.

I acknowledge that I have read and understand the above statements and hereby grant permission to confirm the information supplied on this application by me.

Signature: _____ Date signed: _____

FOR OFFICE USE ONLY

Interviewed by: _____ Not Hired _____

Position: _____ SS# _____ - _____ - _____ Start Wage _____ Start Date _____

HOMEbase INVITE SENT ___/___/___ ACCEPTED ___/___/___ HOMEbase PASSCODE: _____ ADP PAYROLL ID#: _____