

Employment History (List present or most recent first)

Name of Employer	Type of Business	Phone	
Address (City, State, Zip)	Department	Your Position	
Duties			
Name and Position of immediate Supervisor			
Date Employed (Day, Mo, Yr)	Date Left (Day, Mo, Yr)	Start Salary	Final Salary
Reason for leaving			
May we contact this employer?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

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Please read Carefully

An Equal Opportunity Employer

We are an equal opportunity employer and we do not and will not discriminate on the basis of race, religion, national origin, sex, age, handicap, or status as a disabled veteran. Information provided on this application will not be used for any discriminatory purpose.

I hereby certify that to the best of my knowledge and belief the answers given by me to the foregoing questions and all statements made by me in the application are correct. I hereby apply for employment upon the basis and understanding that such employment may terminate at any time upon notice given to me personally or sent to my last known address.

I consent to Tamassee DAR School obtaining such personal and job-related information as required in connection with this application for employment.

Date

Signature of Applicant

For statistical purposes only, how did you hear about Tamassee DAR School?

APPLICANT QUESTIONNAIRE

(This questionnaire is intended for Children Services Staff only.)

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1. Are you over the age of 21? Yes No
 2. Are you a high school graduate or do you have a GED? Yes No
 3. Do you have a valid South Carolina Driver's License? Yes No
 4. Have you ever driven a 15 passenger van day and night? Yes No
 5. Do you have the availability to reside in campus housing? Yes No
 6. Do you have the skills to instruct and supervise the training of daily living skills?
Ex: maintain clean building, prepare meals for entire cottage, manage cottage laundry - student clothing & cottage linens, model and teach appropriate daily living skills, manage a daily devotional, attend campus events with students, recognize the uniqueness of each individual when teaching daily skills. Yes No
 7. Are you able to manage and do you have the necessary skills to maintain accurate and up-to-date cottage records? Ex: cottage fill for each child, daily reports on each child, monthly reports, cottage finances, donation log & thank you notes. Yes No
 8. Do you possess good communication and counseling abilities? Ex: communicate effectively, clearly, and positively with students & staff, use positive teaching to improve child behavior, follow guidelines for dealing with student management, communicate openly and completely with follow teaching parent staff, report all medical needs, manage student homework and study time, multiple-task in a positive way. Yes No
 9. Do you present yourself as a professional? Ex: attend all meetings and training, always be prompt, promote a positive environment for students and their families, willing to represent Tamassee DAR School in a positive way on and off campus. Yes No

Additional Comments: _____

Applicant's Signature

Date

BACKGROUND REFERENCE CHECK AUTHORIZATION FORM

I, _____ give Tamassee DAR School my permission to contact any of my previous employers in order to determine consideration of employment with Tamassee DAR School.

Applicants Signature

Date