

OUUMC PRESCHOOL PROGRAMS
424 South Tenth Street
Oxford, MS 38655
662-234-3371

EMPLOYMENT APPLICATION

Please attach a resume AND documentation of your highest level of education (a photocopy of your diploma, transcript or teaching certificate).

NAME _____ **DATE** _____

PERMANENT ADDRESS _____

E-MAIL _____ **PHONE** _____

FOR WHICH POSITION(S) ARE YOU APPLYING?

Discovery Day School lead teachers must have a degree in early childhood/elementary education or another child-related field.

Applicants without an education degree and/or certification or a degree in a child-related field are encouraged to apply for First Discoveries or to be a DDS assistant.

First Discoveries (2 year olds)
Tuesday/Thursday mornings

Discovery Day School (3 or 4 year olds)
Monday/Wednesday/Friday mornings
Monday through Friday mornings

____ lead teacher
____ assistant teacher

____ lead teacher
____ assistant teacher

Why are you applying to work at OUUMC Preschool Programs?

Have you ever been convicted of or pled guilty to a crime, either a misdemeanor or a felony, including but not limited to drug-related charges, child abuse, or other violent crimes ?

Yes ____ No ____ If yes, please explain:

EDUCATION

High School (name and location) _____

University _____ Degree(s) _____

Additional Certifications _____

PREVIOUS WORK EXPERIENCE

1. Employer _____ Employment Dates _____

Your Position/ Job Description _____

Name and Title of Supervisor _____

Supervisor's E-mail _____ Phone _____

2. Employer _____ Employment Dates _____

Your Position/ Job Description _____

Name and Title of Supervisor _____

Supervisor's E-mail _____ Phone _____

3. Employer _____ Employment Dates _____

Your Position/ Job Description _____

Name and Title of Supervisor _____

Supervisor's E-mail _____ Phone _____

PREVIOUS VOLUNTEER EXPERIENCE

Organization

Position/ Job Description

Date(s)

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

REFERENCES: *List individuals who have known you for at least three years and are not related to you by blood or marriage. One must be your most recent employer.*

Name & title _____ Company _____

E-mail address _____ Phone _____

Length of time you have known each other _____ Relationship _____

Name & title _____ Company _____

E-mail address _____ Phone _____

Length of time you have known each other _____ Relationship _____

Name & title _____ Company _____

E-mail address _____ Phone _____

Length of time you have known each other _____ Relationship _____