

OUUMC PRESCHOOL PROGRAMS EMPLOYMENT APPLICATION

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

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

- ☐ lead teacher
☐ assistant teacher

Discovery Day School (3 or 4 year olds)

Monday/Wednesday/Friday mornings

Monday through Friday mornings

- ☐ 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 _____