



Employment Application

Noah's Ark Preschool
St. John's Lutheran Church
302 2nd St NE
Buffalo, MN 55313
763-682-1883
info@stjohnsbuffalo.org

Applying for: ☐ Director ☐ Lead Teacher ☐ Teacher's Aide ☐ Substitute

A. Personal Information

Name: _____ Application Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Home phone: _____ Cell: _____ Work: _____

Email: _____

Are you at least 18 years old? ☐ Yes ☐ No

B. Professional Information

Diploma / Degree(s)	Date Completed	Institution	Certification(s)

Additional relevant professional or qualifying experience, working with children:

Are you certified in: ☐ First Aid ☐ CPR: ☐ Infant ☐ Child ☐ Adult ☐ AED

C. Teaching/Work History

School/Company Name and Location	Dates of Employment	Role, Rate of Pay, and Responsibilities	Supervisor's Name and Phone Number

May we contact the above-mentioned persons? ☐ Yes ☐ No

Have you ever been discharged or requested to resign from a position? ☐ Yes ☐ No
(If yes, please explain)

Do you have steady transportation to work? ☐ Yes ☐ No

Do you have any personal responsibilities or problems that may affect your daily attendance? ☐ Yes ☐ No (If yes, please explain)

Do you have any potential time conflicts between 8:30am and 3:30pm? ☐ Yes ☐ No

Please share any gifts or talents you would like to share with Noah's Ark Preschool.

Do you have a child enrolled (or that you would like to enroll) in Noah's Ark Preschool? ☐ Yes ☐ No

D. References

Please include two professional and one personal/character reference or submit letters of reference.

Name	Phone / Email	Position / Relationship

Do we have your permission to contact these persons at this time? ☐ Yes ☐ No

E. Christian Background

What is your home church? _____

How many years have you been a member? _____

What types of activities have you been involved in at your church? _____

What activities have you organized or led? _____

Are you comfortable teaching the Bible? ☐ Yes ☐ No

Are you comfortable leading others in prayer? ☐ Yes ☐ No

What do you believe distinguishes a Christian preschool from other preschools?

Please summarize any additional information you would like to share: _____

F. Applicant's Certification and Agreement

I understand that Noah's Ark Preschool & St. John's Lutheran Church do not discriminate when hiring based on race, gender, national origin, disability, color, and/or age.

I understand that the completion of this application does not establish any contract of employment or obligation to hire.

I certify by my signature below that the information I have provided on this application is true and complete to the best of my knowledge. I authorize Noah's Ark Preschool and St. John's Lutheran Church to contact the references I have provided and request a background check. If any information proves to be untrue or if I have concealed requested information, I understand this will be reason for denial of employment or immediate termination of employment.

Signature

Date