



Please attach  
photo taken  
within the  
last 12 months

## Preschool and Daycare Application for Employment

LVA is a branch of Valley Fellowship Christian Academy.  
LVA is a church exempt daycare and is accredited through ICAA.

Please complete this form in pen. The previous employment section should be as complete as possible.  
Show address of employer and name of immediate supervisor. All information will be held in confidence.

ALL INFORMATION MUST BE COMPLETE IN ORDER FOR APPLICATION TO BE ACCEPTED

### A. PERSONAL INFORMATION

First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_

Name you prefer to be called \_\_\_\_\_ Home Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email: \_\_\_\_\_ Are you over 21 years of age? \_\_\_\_\_

### B. EDUCATIONAL INFORMATION ( ) High School Diploma Completed or Equivalent

Other Education:	Name of School	Address	Yrs (from-to)	Degree

### C. EMPLOYMENT INFORMATION

Employer	Address	Position	From - To	Reason Left

Last Hourly Rate \_\_\_\_\_

**D. ACADEMIC INFORMATION**

Highest Degree Held \_\_\_\_\_

Other Certifications \_\_\_\_\_

*\*Please attach a copy of your college transcripts if applicable*

**E. CHILDCARE EXPERIENCE**

Organization Name	Address	From – To	Grades/Ages

Briefly list your greatest strength as a caregiver \_\_\_\_\_

**F. PLACEMENT INFORMATION**

What ages would you prefer to teach? \_\_\_\_\_

( ) Full Time ( ) Part Time

**G. CHRISTIAN SCHOOL INFORMATION** *\*\*Please attach a copy of your philosophy of education. (2 to 3 pages, typed)*

How would your employment in a Christian school differ from your employment in a non-Christian school? \_\_\_\_\_

What did you like best about your last job? \_\_\_\_\_

If you were hired, what are some changes that you would do differently compared to your last employment? \_\_\_\_\_

**H. SPIRITUAL INFORMATION**

Current church \_\_\_\_\_  
(name) (denomination)

Church address \_\_\_\_\_ Pastor's Name: \_\_\_\_\_

Have you accepted Jesus Christ as your personal Lord and Savior? ( ) Yes ( ) No Date \_\_\_/\_\_\_/\_\_\_

Have you received the baptism of the Holy Spirit with the evidence of speaking in other tongues? ( ) Yes ( ) No Date \_\_\_/\_\_\_/\_\_\_

State any type of Christian service you have been involved in \_\_\_\_\_

**I. HEALTH INFORMATION** \*Upon employment a Medical History form must be completed.

Do you consider your health adequate for working with young children? \_\_\_\_\_

Have you ever been disciplined for violating company policies ( ) Yes ( ) No

Do you use illegal drugs? ( ) Yes ( ) No

Who may we notify in the case of an emergency? Name: \_\_\_\_\_

Contact information: \_\_\_\_\_

Are there any health concerns/issues you would like the school to be aware of? \_\_\_\_\_

**J. REFERENCES**

List three persons who may be contacted as personal references. Please list persons who are acquainted with your professional experience. Upon employment, the school will require two letters of recommendation.

Name	Address	Relationship	Telephone

This School does not unlawfully discriminate in hiring or employment on the basis of race, color, marital or veteran status, national origin, sex, ancestry, the presence of a non-job-related medical condition or handicap or on the basis or age against persons whose age is between forty and seventy. No question on this application is intended to secure information to be used for such discrimination.

**IMPORTANT:**  
 In processing this employment application, the School will request a criminal history background information check to be completed, which includes fingerprinting. A criminal background check is a requirement of employment as per the State of Alabama, ICAA Accreditation and School policy. The school will cover any fees associated with the information check. Applicants must complete a release form and provide their own transportation to the designated location for fingerprinting. Do you consent to completing a criminal history background information check? ( ) Yes ( ) No

Is there any other information you are aware of that would affect your employment at LVA/VFCA? \_\_\_\_\_

I certify that all information in this APPLICATION FOR EMPLOYMENT is completely accurate to the best of my knowledge.

\_\_\_\_\_ (Applicant's Signature)

\_\_\_\_\_ (Date)

**Mail application to:**

**Or Fax application to:**



**(256) 489-2992**

**3616 Holmes Avenue**

**Huntsville, AL 35806**

**Phone: (256) 533-5248**

**Website: vfchristianacademy.com**

OFFICE USE	Date Received
1. Application	_____
2. Letters of Recommendation	_____
3. Proof of Education	_____
4. Interview	_____
5. Honor Code	_____
6. Statement of Faith	_____
7. Employment Agreement	_____
8. Background Check	_____