



APPLICATION PART 1 – CAREER PROFILE

SECTION A: APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	Prov.	Postal Code	
Phone	E-mail Address		
Date Available	Social Ins. No.	Desired Salary	
Position Applied for			
Are you a Canadian citizen?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the Canada? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this centre?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Are you registered with the College of Early Childhood Educators?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	

SECTION B: EDUCATION			
High School			
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree/Diploma
College			
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree/Diploma
University		Other or	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree/Diploma

SECTION C: REFERENCES	
<i>Please list three career-related references. (exclude family & friends)</i>	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

SECTION D: PREVIOUS EMPLOYMENT

Company		Phone ()	
Address		Supervisor	
Job Title	Significant achievements attained in position		
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Significant achievements attained in position		
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Significant achievements attained in position		
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

SECTION E: PROFESSIONAL DEVELOPMENT, WORKSHOPS OR MEMBERSHIPS

Name of Course	Date
Name of Course	Date
Name of Memberships	

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

I authorize any person, educational institution, or organization I have listed as a reference, to disclose in good faith any information they may have regarding my qualifications for employment. I will hold you and any of my former employers, educational institutions and any other persons giving references, free of liability for providing this information and any other reasonable and necessary information related to my application for employment.

If this application leads to employment, I understand that false or misleading information in my application or interview may disqualify me from my employment or cause my dismissal.

Signature	Date
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SECTION F: WORK-RELATED SKILLS

1. Describe what you have done to support the team that you are currently working with?

2. Describe a recent choice or decision that you made that had a positive effect on other people in the workplace. What did you do and how did it work out?

3. Circumstances do not always work out the way we plan them. Describe a time you had to adapt to change.

4. Describe a recent time when you were expected to take initiative. What did you do and how did the situation work out for you?

5. Describe a time when you had a disagreement with a co-worker. How did you handle it, and how did it work out for both of you?

6. An infant has been in your program since the age of 6 months. Suddenly at the age of 10 months she is having difficulty when her parents drop her off at the centre. What is happening and what steps can you take to support both the child and her parents?

7. Tell me about an activity that you planned and executed with a group of children. Was it successful? What were your goals for the activity? How did you measure the success of your activity? What did the children learn?

8. You notice a little boy in your preschool program who has been at the centre for several months and is playing alone a lot. What is happening and what if anything should you do?

9. You have a new child starting in your classroom on Monday. What steps will you take to introduce this new child to you, the program and the other children?

10. Computer Skills: Please list the computer programs you have worked with.