

# Above and Beyond Center

## APPLICATION FOR EMPLOYMENT

Date \_\_\_\_\_

### Personal Data:

|                         |         |          |       |
|-------------------------|---------|----------|-------|
| (Last)                  | (First) | (Middle) |       |
| Name:                   |         |          |       |
| (Street)                | (City)  | (State)  | (Zip) |
| Mailing Address:        |         |          |       |
| Phone Numbers:          |         |          |       |
| Social Security Number: |         |          |       |
| E-Mail Address:         |         |          |       |

**Have you ever been employed by a tutoring service?**

**If yes, where and when?**

**Are you 18 years of age or older?**

**Have you ever been convicted of a felony?**

**If yes, please explain.**

**What hours are you available?**

**Please indicate up to what grade level you are comfortable tutoring in each subject:**

|                       |                          |                      |
|-----------------------|--------------------------|----------------------|
| _____ Elementary Math | _____ Elementary Science | _____ Writing        |
| _____ Pre-Algebra     | _____ IPC                | _____ Social Studies |
| _____ Algebra I       | _____ Biology I          | _____ Reading        |
| _____ Algebra II      | _____ Biology II         | _____ Language Arts  |
| _____ Geometry        | _____ Chemistry I        | _____ Government     |
| _____ Trigonometry    | _____ Chemistry II       | _____ Spanish        |
| _____ Pre-Calculus    | _____ Physics I          | _____ Computer       |
| _____ Calculus        | _____ Physics II         | _____ Accounting     |
| _____ Statistics      | _____ Economics          | _____ Other          |

**Date available to work:**

**Education:**

Indicate highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12 12+

Did you receive your high school diploma or GED? (please circle one)

| Name and Location of School: | Dates Attended From (Mo/Yr) | Dates Attended To (Mo/Yr) | Hours Completed |
|------------------------------|-----------------------------|---------------------------|-----------------|
|                              |                             |                           |                 |
|                              |                             |                           |                 |
|                              |                             |                           |                 |

**Do you speak a language other than English?****If yes, what language(s) do you speak?****Do you write in a language other than English?****If yes, what language(s) can you write?****Employment Record:**

Please list your present or most recent employer first.

|  |           |
|--|-----------|
| Employer (Current or Most Recent)                    | Job Title |
| Address (Street) (City) (State) (Zip) (Phone Number) |           |
| Employment Dates: (Mo/Yr) From: To:                  |           |
| Supervisor's name:                                   |           |
| May we contact this person?                          |           |
| Reason for leaving.                                  |           |
| Describe responsibilities.                           |           |
| Employer   | Job Title |
| Address (Street) (City) (State) (Zip) (Phone Number) |           |
| Employment Dates: (Mo/Yr) From: To:                  |           |
| Supervisor's name:                                   |           |
| May we contact this person?                          |           |

|                                   |        |           |       |                |
|-----------------------------------|--------|-----------|-------|----------------|
| Reason for leaving.               |        |           |       |                |
| Describe responsibilities.        |        |           |       |                |
|                                   |        |           |       |                |
| Employer                          |        | Job Title |       |                |
| Address (Street)                  | (City) | (State)   | (Zip) | (Phone Number) |
| Employment Dates: (Mo/Yr)         | From:  | To:       |       |                |
| Supervisor's name:                |        |           |       |                |
| May we contact this person?       |        |           |       |                |
| Reason for leaving.               |        |           |       |                |
| Describe responsibilities.        |        |           |       |                |
|                                   |        |           |       |                |
| Employer (Current or Most Recent) |        | Job Title |       |                |
| Address (Street)                  | (City) | (State)   | (Zip) | (Phone Number) |
| Employment Dates: (Mo/Yr)         | From:  | To:       |       |                |
| Supervisor's name:                |        |           |       |                |
| May we contact this person?       |        |           |       |                |
| Reason for leaving.               |        |           |       |                |
| Describe responsibilities.        |        |           |       |                |

(If more room is needed you may use the back of this paper for additional information.)

**Personal References:**

|                   |                      |
|-------------------|----------------------|
| Number 1 (Last)   | (First)              |
| Name:             |                      |
| (Street)          | (City) (State) (Zip) |
| Mailing Address:  |                      |
| Home Phone No.:   |                      |
| Relationship:     |                      |
| Years Acquainted: |                      |

|   |
|---|
| Number 2 (Last) (First)<br>Name:                  |
| (Street) (City) (State) (Zip)<br>Mailing Address: |
| Home Phone No.:                                   |
| Relationship:                                     |
| Years Acquainted:                                 |

|   |
|---|
| Number 3 (Last) (First)<br>Name:                  |
| (Street) (City) (State) (Zip)<br>Mailing Address: |
| Home Phone No.:                                   |
| Relationship:                                     |
| Years Acquainted:                                 |

**Job Strengths/Interests**

What past personal experiences will help you in working with our Center?

Why do you desire a position in our Center?

What strengths will you bring to our Center?