



Anderson Hills Preschool

7515 Forest Road Cincinnati, Ohio 45255
 mailing address: 7663 Five Mile Road Cincinnati, OH 45230
 513-231-4688
 kmconnors@Andersonhills.org

EMPLOYMENT APPLICATION FORM

OUR MISSION STATEMENT

Anderson Hills Preschool exists to help nurture a child's love for Jesus, love for others and love for learning.

At Anderson Hills Preschool we are looking for staff members who met the following criteria:

- *We want staff members who are motivated by a love for Christ Jesus the Lord, a love for children, and a love for learning. It is important that applicants feel a sense of calling from the Lord to be here because we believe it is not just a place of employment, it is a ministry.*
- *Teachers and Teacher Assistants must meet State of Ohio requirements of health, education and in-service training; a health certificate signed by a physician, stating the good physical, mental, and emotional health of the employee. Teachers must have a four-year college degree plus early Childhood education or a Child Development Associate (CDA) Credential. Teacher Assistants should have a high school diploma and experience with young children is preferred.*
- *Based on this information, please prayerfully consider applying to Anderson Hills Preschool. Then, if you feel that He is leading you to do so, fill out this application and return it to the school office either by walk-in or mail. For any questions or additional information, please call 513-231-4688.*

PERSONAL DATA			
POSITION: Teacher Teacher Assistant (Please check one) Other: _____	Date:		
Last Name	First Name		
Other Name(s) (If used in previous employment or college records)	Social Security Number		
Permanent Address – Number and Street	City	State	Zip
Phone #1	Phone #2	Email Address	

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CERTIFICATION			
List all professional certificates, including expired certificates		Date Issued Mo/Day/Yr	Date Expired Mo/Day/Yr
Ohio Certificate held, if any	Area(s) of Certification		
Other State Certificate(s)	Area(s) of Certification		
Other professional licenses, certificates or equivalent experience.			
Please list and explain any background, coursework or experience in teaching the Bible.			
Indicate student teaching/practicum/clinical experience. Include the name of the school.			

List any other courses which may help you qualify for this position:

REFERENCES			
Please provide three professional references (college professors, student teacher coordinator, cooperating teachers, school administrators, supervisors, etc.) and one personal reference.			
Name	Title	Address	Phone
Professional			
Professional			
Professional			
Personal			
Comments:			

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CHRISTIAN EXPERIENCE

Briefly describe how you became a Christian.

Briefly describe your previous church background and activities in which you were involved.

Give some examples of how you would help the children grow spiritually in the classroom.

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I understand and hereby acknowledge that, if I am hired, I am required to abide by all the rules and regulations of Anderson Hills Preschool and that my employment relationship is "at will," which means that I may resign at any time for any reason, and Anderson Hills Preschool may discharge me at any time with or without cause. I further understand that the "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of Anderson Hills Preschool.

Signature: _____ Date: _____

Section 702 of the Civil Rights Act of 1964 exempts religious organizations from Title VII's prohibition against discrimination in employment on the basis of religion. Applicants who meet the religious requirements shall be provided an equal opportunity to be considered for hire regardless of race, color, national origin, sex, or the presence of non-job related medical condition(s) or handicap.