

# Employment Application

Big Minds, Tiny Hands

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## APPLICANT INFORMATION

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Date \_\_\_\_\_  
Last Name \_\_\_\_\_ First \_\_\_\_\_ M.I. \_\_\_\_\_  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_  
Date Available \_\_\_\_\_ SSN (last 4 #s) \_\_\_\_\_ Desired Salary \_\_\_\_\_  
Position Applying For \_\_\_\_\_  
Are you a citizen of the United States Yes \_\_\_\_\_ No \_\_\_\_\_  
If no, are you authorized to work in the U.S.? Yes \_\_\_\_\_ No \_\_\_\_\_  
Have you ever worked for this company? Yes \_\_\_\_\_ No \_\_\_\_\_  
Have you ever been convicted of a felony? Yes \_\_\_\_\_ No \_\_\_\_\_

*If yes, explain (if necessary, attach a separate sheet)*

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## EDUCATION

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### High School

Address \_\_\_\_\_  
Degree \_\_\_\_\_ Did you graduate Yes \_\_\_\_\_ No \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_

### College

Address \_\_\_\_\_  
Degree \_\_\_\_\_ Did you graduate Yes \_\_\_\_\_ No \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_

### Graduate School

Address \_\_\_\_\_  
Degree \_\_\_\_\_ Did you graduate Yes \_\_\_\_\_ No \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_

### Other

Address \_\_\_\_\_  
Degree \_\_\_\_\_ Did you graduate Yes \_\_\_\_\_ No \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_

# Employment Application

## Big Minds, Tiny Hands

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### REFERENCES

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*(Please list three professional references)*

**Full Name** \_\_\_\_\_ Relationship \_\_\_\_\_  
Company \_\_\_\_\_ Tel # \_\_\_\_\_  
Address \_\_\_\_\_

**Full Name** \_\_\_\_\_ Relationship \_\_\_\_\_  
Company \_\_\_\_\_ Tel # \_\_\_\_\_  
Address \_\_\_\_\_

**Full Name** \_\_\_\_\_ Relationship \_\_\_\_\_  
Company \_\_\_\_\_ Tel # \_\_\_\_\_  
Address \_\_\_\_\_

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### PREVIOUS EMPLOYMENT

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**Company** \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_  
Job Title \_\_\_\_\_ Phone \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Address \_\_\_\_\_  
Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
May we contact your previous supervisor? Yes \_\_\_\_\_ No \_\_\_\_\_  
Reason for leaving? \_\_\_\_\_

**Company** \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_  
Job Title \_\_\_\_\_ Phone \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Address \_\_\_\_\_  
Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
May we contact your previous supervisor? Yes \_\_\_\_\_ No \_\_\_\_\_  
Reason for leaving? \_\_\_\_\_

**Company** \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_  
Job Title \_\_\_\_\_ Phone \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Address \_\_\_\_\_  
Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
May we contact your previous supervisor? Yes \_\_\_\_\_ No \_\_\_\_\_  
Reason for leaving? \_\_\_\_\_

Employment Application  
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**PROFESSIONAL QUALIFICATIONS**

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**Professional License / Registration #** \_\_\_\_\_

Effect. Date \_\_\_\_\_

Exp. Date \_\_\_\_\_

**Professional License / Registration #** \_\_\_\_\_

Effect. Date \_\_\_\_\_

Exp. Date \_\_\_\_\_

Do you carry malpractice insurance?

Yes \_\_\_\_\_

No \_\_\_\_\_

Carrier \_\_\_\_\_

Coverage Limit \_\_\_\_\_

Policy # \_\_\_\_\_

Expiration Date \_\_\_\_\_

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**DISCLAIMER AND SIGNATURE**

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

I hereby authorize Big Minds, Tiny Hands to review the information set forth in this application, including contacting references. I further authorize Big Minds, Tiny Hands to perform a criminal background check and to release this application and references as required.

Big Minds, Tiny Hands is an Equal Opportunity Employer. Employment offers are made based on qualifications and without regard to race, sex, religion, national or ethnic origin, disability, age, veteran status or sexual orientation.

Signature \_\_\_\_\_

Date \_\_\_\_\_

## Please Check Off Each Zip Code Where You Can Provide Services

### Bronx

|                            |                          |       |                          |       |                          |       |                          |       |                          |
|----------------------------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|
| Central Bronx              | <input type="checkbox"/> | 10453 | <input type="checkbox"/> | 10457 | <input type="checkbox"/> | 10460 |                          |       |                          |
| Bronx Park and Fordham     | <input type="checkbox"/> | 10458 | <input type="checkbox"/> | 10467 | <input type="checkbox"/> | 10468 |                          |       |                          |
| High Bridge and Morrisania | <input type="checkbox"/> | 10451 | <input type="checkbox"/> | 10452 | <input type="checkbox"/> | 10456 |                          |       |                          |
| Hunts Point and Mott Haven | <input type="checkbox"/> | 10454 | <input type="checkbox"/> | 10455 | <input type="checkbox"/> | 10459 | <input type="checkbox"/> | 10474 |                          |
| Kingsbridge and Riverdale  | <input type="checkbox"/> | 10463 | <input type="checkbox"/> | 10471 | <input type="checkbox"/> |       |                          |       |                          |
| Northeast Bronx            | <input type="checkbox"/> | 10466 | <input type="checkbox"/> | 10469 | <input type="checkbox"/> | 10470 | <input type="checkbox"/> | 10475 |                          |
| Southeast Bronx            | <input type="checkbox"/> | 10461 | <input type="checkbox"/> | 10462 | <input type="checkbox"/> | 10464 | <input type="checkbox"/> | 10465 | <input type="checkbox"/> |
|                            |                          |       |                          |       |                          |       |                          | 10472 | <input type="checkbox"/> |
|                            |                          |       |                          |       |                          |       |                          |       | 10473                    |

### Brooklyn

|                            |                          |       |                          |       |                          |       |                          |       |                          |       |
|----------------------------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-------|
| Central Brooklyn           | <input type="checkbox"/> | 11212 | <input type="checkbox"/> | 11213 | <input type="checkbox"/> | 11216 | <input type="checkbox"/> | 11233 | <input type="checkbox"/> | 11238 |
| Southwest Brooklyn         | <input type="checkbox"/> | 11209 | <input type="checkbox"/> | 11214 | <input type="checkbox"/> | 11228 |                          |       |                          |       |
| Borough Park               | <input type="checkbox"/> | 11204 | <input type="checkbox"/> | 11218 | <input type="checkbox"/> | 11219 | <input type="checkbox"/> | 11230 |                          |       |
| Canarsie and Flatlands     | <input type="checkbox"/> | 11234 | <input type="checkbox"/> | 11236 | <input type="checkbox"/> | 11239 |                          |       |                          |       |
| Southern Brooklyn          | <input type="checkbox"/> | 11223 | <input type="checkbox"/> | 11224 | <input type="checkbox"/> | 11229 | <input type="checkbox"/> | 11235 |                          |       |
| Northwest Brooklyn         | <input type="checkbox"/> | 11201 | <input type="checkbox"/> | 11205 | <input type="checkbox"/> | 11215 | <input type="checkbox"/> | 11217 | <input type="checkbox"/> | 11231 |
| Flatbush                   | <input type="checkbox"/> | 11203 | <input type="checkbox"/> | 11210 | <input type="checkbox"/> | 11225 | <input type="checkbox"/> | 11226 |                          |       |
| East New York and New Lots | <input type="checkbox"/> | 11207 | <input type="checkbox"/> | 11208 | <input type="checkbox"/> |       |                          |       |                          |       |
| Greenpoint                 | <input type="checkbox"/> | 11211 | <input type="checkbox"/> | 11222 | <input type="checkbox"/> |       |                          |       |                          |       |
| Sunset Park                | <input type="checkbox"/> | 11220 | <input type="checkbox"/> | 11232 | <input type="checkbox"/> |       |                          |       |                          |       |
| Bushwick and Williamsburg  | <input type="checkbox"/> | 11206 | <input type="checkbox"/> | 11221 | <input type="checkbox"/> | 11237 |                          |       |                          |       |

### Manhattan

|                               |                          |       |                          |       |                          |       |                          |       |                          |       |
|-------------------------------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-------|
| Central Harlem                | <input type="checkbox"/> | 10026 | <input type="checkbox"/> | 10027 | <input type="checkbox"/> | 10030 | <input type="checkbox"/> | 10037 | <input type="checkbox"/> | 10039 |
| Chelsea and Clinton           | <input type="checkbox"/> | 10001 | <input type="checkbox"/> | 10011 | <input type="checkbox"/> | 10018 | <input type="checkbox"/> | 10019 | <input type="checkbox"/> | 10020 |
| East Harlem                   | <input type="checkbox"/> | 10029 | <input type="checkbox"/> | 10035 | <input type="checkbox"/> |       |                          |       |                          |       |
| Gramercy Park and Murray Hill | <input type="checkbox"/> | 10010 | <input type="checkbox"/> | 10016 | <input type="checkbox"/> | 10017 | <input type="checkbox"/> | 10022 |                          |       |
| Greenwich Village and Soho    | <input type="checkbox"/> | 10012 | <input type="checkbox"/> | 10013 | <input type="checkbox"/> | 10014 | <input type="checkbox"/> |       |                          |       |
| Lower Manhattan               | <input type="checkbox"/> | 10004 | <input type="checkbox"/> | 10005 | <input type="checkbox"/> | 10006 | <input type="checkbox"/> | 10007 | <input type="checkbox"/> | 10038 |
| Lower East Side               | <input type="checkbox"/> | 10002 | <input type="checkbox"/> | 10003 | <input type="checkbox"/> | 10009 | <input type="checkbox"/> |       |                          |       |
| Upper East Side               | <input type="checkbox"/> | 10021 | <input type="checkbox"/> | 10028 | <input type="checkbox"/> | 10044 | <input type="checkbox"/> | 10065 | <input type="checkbox"/> | 10075 |
| Upper West Side               | <input type="checkbox"/> | 10023 | <input type="checkbox"/> | 10024 | <input type="checkbox"/> | 10025 | <input type="checkbox"/> |       |                          |       |
| Inwood and Washington Heights | <input type="checkbox"/> | 10031 | <input type="checkbox"/> | 10032 | <input type="checkbox"/> | 10033 | <input type="checkbox"/> | 10034 | <input type="checkbox"/> | 10040 |

### Queens

|                     |                          |       |                          |       |                          |       |                          |       |                          |       |                          |       |                          |       |
|---------------------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-------|
| North Queens        | <input type="checkbox"/> | 11354 | <input type="checkbox"/> | 11355 | <input type="checkbox"/> | 11356 | <input type="checkbox"/> | 11357 | <input type="checkbox"/> | 11358 | <input type="checkbox"/> | 11359 | <input type="checkbox"/> | 11360 |
| Central Queens      | <input type="checkbox"/> | 11365 | <input type="checkbox"/> | 11366 | <input type="checkbox"/> | 11367 | <input type="checkbox"/> |       |                          |       |                          |       |                          |       |
| Jamaica             | <input type="checkbox"/> | 11412 | <input type="checkbox"/> | 11423 | <input type="checkbox"/> | 11432 | <input type="checkbox"/> | 11433 | <input type="checkbox"/> | 11434 | <input type="checkbox"/> | 11435 | <input type="checkbox"/> | 11436 |
| Northwest Queens    | <input type="checkbox"/> | 11101 | <input type="checkbox"/> | 11102 | <input type="checkbox"/> | 11103 | <input type="checkbox"/> | 11104 | <input type="checkbox"/> | 11105 | <input type="checkbox"/> | 11106 |                          |       |
| West Central Queens | <input type="checkbox"/> | 11374 | <input type="checkbox"/> | 11375 | <input type="checkbox"/> | 11379 | <input type="checkbox"/> | 11385 | <input type="checkbox"/> |       |                          |       |                          |       |
| Rockaways           | <input type="checkbox"/> | 11691 | <input type="checkbox"/> | 11692 | <input type="checkbox"/> | 11693 | <input type="checkbox"/> | 11694 | <input type="checkbox"/> | 11695 | <input type="checkbox"/> | 11697 |                          |       |
| Southeast Queens    | <input type="checkbox"/> | 11004 | <input type="checkbox"/> | 11005 | <input type="checkbox"/> | 11411 | <input type="checkbox"/> | 11413 | <input type="checkbox"/> | 11422 | <input type="checkbox"/> | 11426 | <input type="checkbox"/> | 11427 |
|                     |                          |       |                          |       |                          |       |                          |       |                          |       |                          |       |                          | 11428 |
|                     |                          |       |                          |       |                          |       |                          |       |                          |       |                          |       |                          |       |
|                     |                          |       |                          |       |                          |       |                          |       |                          |       |                          |       |                          | 11429 |
| Southwest Queens    | <input type="checkbox"/> | 11414 | <input type="checkbox"/> | 11415 | <input type="checkbox"/> | 11416 | <input type="checkbox"/> | 11417 | <input type="checkbox"/> | 11418 | <input type="checkbox"/> | 11419 | <input type="checkbox"/> | 11420 |
|                     |                          |       |                          |       |                          |       |                          |       |                          |       |                          |       |                          | 11421 |
| West Queens         | <input type="checkbox"/> | 11368 | <input type="checkbox"/> | 11369 | <input type="checkbox"/> | 11370 | <input type="checkbox"/> | 11372 | <input type="checkbox"/> | 11373 | <input type="checkbox"/> | 11377 | <input type="checkbox"/> | 11378 |

### Staten Island

|                          |                          |       |                          |       |                          |       |                          |       |                          |       |
|--------------------------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-------|--------------------------|-------|
| Port Richmond            | <input type="checkbox"/> | 10302 | <input type="checkbox"/> | 10303 | <input type="checkbox"/> | 10310 |                          |       |                          |       |
| South Shore              | <input type="checkbox"/> | 10306 | <input type="checkbox"/> | 10307 | <input type="checkbox"/> | 10308 | <input type="checkbox"/> | 10309 | <input type="checkbox"/> | 10312 |
| Stapleton and St. George | <input type="checkbox"/> | 10301 | <input type="checkbox"/> | 10304 | <input type="checkbox"/> | 10305 | <input type="checkbox"/> |       |                          |       |
| Mid-Island               | <input type="checkbox"/> | 10314 | <input type="checkbox"/> |       | <input type="checkbox"/> |       |                          |       |                          |       |