



Staff Application Form

- Return this completed application along with the following:
1. A passport sized photo
 2. Copy of Birth certificate or passport
 3. Three references / recommendations
 4. Police record
 5. Health certificate
 6. Copies of any certificates or degrees

Position for which you are applying: _____

Date available for employment with DaySpring: _____

Do you have a teaching certificate or auxiliary certificate? _____ Yes _____ No

Date certificate received: _____

Institution received from: _____

Are you available full time? _____ Yes _____ No

Are you willing to consider less than full time? _____ Yes _____ No

PERSONAL INFORMATION

Name: _____

Street Address: _____

P.O. Box _____ Home Phone number: _____

Cell phone #: _____ Other contact #: _____

Age: _____ Date of Birth: _____ NIB # _____

Marital status: _____ Name of Spouse: _____

Spouse's work place: _____ Cell Ph. # _____

- | | Name of child(ren): | age: |
|----|---------------------|-------|
| 1. | _____ | _____ |
| 2. | _____ | _____ |
| 3. | _____ | _____ |

TRAINING / EDUCATION RECORD (College, Workshops)

Name & Location of Institution	Years Attended	Degree / Certificate Earned
1.		
2.		
3.		
4.		

WORK EXPERIENCE

Are you currently employed? _____

Why are you considering leaving your present position? _____

If you are not employed what was your most recent work place: _____

Position held: _____ How Long? _____

Reason for leaving: _____

GENERAL INFORMATION

What special abilities do you have that we should give attention when considering your application?

State briefly why you want to work with children: _____

State briefly why should you be considered for a position at DaySpring?

Have you ever worked with a child with special needs? _____

If you have experience or training with any of the following, indicate by checking:

	Yes	No	Comments
Teaching using Zoom or Google classroom			
Using the Computer			
First Aid/CPR Training			
Speaking a Foreign Language			

REFERENCES

Please list the names of four persons (who are NOT related to you) who will serve as references and can be contacted. Colleagues, supervisor, pastor, boss etc.

Name	Address	Work phone	Cell #	Home #
1.				
2.				
3.				
4.				

Are you legally authorized to work in the Bahamas? _____Yes _____No

If your answer is no please give an explanation / additional comments:

Have you ever been convicted of a felony or misdemeanor or any other crime?

_____Yes _____No

If your answer is yes please give an explanation / additional comments:

I have answered all the above questions to the best of my knowledge and as accurately as possible and may be dismissed if I am found to be dishonest in any of my answers

Signature: _____ Date: _____

Please note that DaySpring Academy will not discriminate in its educational programs, activities, or employment practices on the basis of race, color, national origin, religion, sex, disability, sexual orientation, gender identity, or marital status.