



EMPLOYMENT HISTORY / REFERENCES

Section 402.301(20) F.S. requires all child care personnel to have character references and employment history check completed as a part of the screening process. Please retain this form in the employees personnel file.

Facility Name: ABC Child Care & Learning Center LLC

Employee : _____

***Have you ever worked in the Child Care Industry? Circle Yes or No below**

Child Care Facility: Yes - No

Family Day Care Home: Yes - No

APPLICATION QUESTION FOR A CHILD CARE APPLICANT AS REQUIRED BY F.S. 402.3055(1)(b):

Have you ever worked in a facility that has had a license denied, revoked, or suspended in any state or jurisdiction or has been the subject of a disciplinary action or been fined while employed in a child care facility? Yes _____ No _____ If "Yes" please attach a sheet with explanation.

Signature of Affiant _____

Date _____

Employment History for the last FIVE (5) years (Explain any gaps between jobs.)

****If no employment in the last 5 years, please provide personal references.****

1) Most Recent Place of Employment: (If NO Previous Jobs You Must Put No Previous Jobs)

Name of Business: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip _____

Dates of Employment (ex. From: 02/2007 To: 06/2010): From: _____ To: _____

Position Held: _____

Supervisor's Name: _____ Phone: _____

Reason for Leaving: _____

Describe Job Duties: _____

FOR OFFICE USE ONLY:

Job performance or findings: _____

***Date Contacted:** _____ ***Person Contacted:** _____ ***Employment Dates Verified:** _____

***Name of person completing the Employment History Check:** _____

2) **Previous Place of Employment:**

Name of Business: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip _____

Dates of Employment (ex. From: 02/2007 To: 06/2010): From: _____ To: _____

Position Held: _____

Supervisor's Name: _____ Phone: _____

Reason for Leaving: _____

Describe Job Duties: _____

FOR OFFICE USE ONLY:

Job performance or findings: _____

*Date Contacted: _____ *Person Contacted: _____ *Employment Dates Verified: _____

*Name of person completing the Employment History Check: _____

Personal Character References

If you provided employment history, please disregard this section.

If you have not been employed within the last 5 years, please provide the information below for two (2) unrelated character references.

1)

Name _____ Phone: _____

Address _____

Relationship _____ *Info Verified _____ *Date _____

2)

Name _____ Phone: _____

Address _____

Relationship _____ *Info Verified _____ *Date _____

*Name of person completing the Personal Reference Check: _____