

1. Name: _____
 Last First Middle Social Security No.

2. Address: _____
Street or Rural Route Phone Number

City _____ State _____ Zip Code _____

3. Position Applied For: _____

4. Next of Kin or Other Person to Reach In An Emergency:

Name	Relationship	Phone Number
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5. Age: Are you 18 years of age or over? _____

6. Educational Background: (List diplomas, degrees, and certificates)

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Title of Diploma, etc.	School/Institution	Complete Address	Dates

7. Educational Experience: (List all training received; e.g. workshops, conferences and course work)

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Title	Place	Date	Hours Credited

8. Employment History: (List most recent job first)

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Place	Position/Job	Dates	Reason for Leaving

9. Other Experience with Young Children: (Up to age 9)

Place	Purpose/Job	Dates	Contact Person

10. References: (List at least 3 non-relatives, including all former employees, and other character and business references. Use separate sheet, if necessary.)

Name/Title	Address	Phone Number	How Long Known

11. Declarations:

- A. Have you ever been under investigation for neglect or abuse of children or for any sexual offense (excluding any charges there were full cleared)?
 Yes ☐ No ☐
- B. Have you ever been convicted of a felony including any involving a suspended sentence?
 Yes ☐ No ☐
- C. Have you ever been convicted of or pled guilty to any offense involving the manufacture, sale, distribution, or possession of any illegal substance?
 Yes ☐ No ☐
- D. If you answered yes to A, B, or C, describe the offense, where it occurred, and when:

TCA §71-3-529 states that "each person applying to work with children as a volunteer or as a paid employee with a child welfare agency as defined in § 73-3-501... may complete an application on a form prescribed or approved by the Department [of Human Services]... It is unlawful for any person to falsify any information required on the application. Knowingly failing to disclose required information shall be deemed to be falsification to the same extent as providing false information. The Department, in cooperation with the Tennessee Bureau of Investigation, may... verify the accuracy of the criminal violation information."

TCA § 71-3-533 states that "a child welfare agency... may require all persons applying to work with children in any capacity... to agree to the release of all investigative records... for the purpose of verifying the accuracy of criminal violation information contained on an application to work or volunteer, and supply a fingerprint sample and submit to a criminal history records check to be conducted by the Tennessee Bureau of Investigation."

By signing this form, I am affirming that the above statements I have made are true and factual to the best of my knowledge; and I am granting permission for all persons, organizations, or agencies listed above in #6 - #10, as well as all investigative agencies and the Tennessee Bureau of Investigation, to be contacted for the expressed purpose of pre-employment screening.

Date

Applicant's Signature