



**Application for Employment**

"At Leonardo's we enrich and inspire children and families by creating fun learning opportunities"  
**Please write legibly on application.**

Application Date: \_\_\_\_\_ Application Received By (Staff Initials): \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Are you authorized to work in the United States? (circle) **Yes** **No**

Have you ever been convicted of a felony? (circle) **Yes** **No**

If yes, please explain: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_

Emergency Contact Phone Number: \_\_\_\_\_

Have you ever volunteered at Leonardo's? (circle) **Yes** **No**

If so, when? \_\_\_\_\_

What position are you applying for? \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

When would you be available to start? \_\_\_\_\_

Please circle the days and times you available to work (including holidays):

Monday <b>AM or PM</b>	Tuesday <b>AM or PM</b>	Wednesday <b>AM or PM</b>
Thursday <b>AM or PM</b>	Friday <b>AM or PM</b>	
Saturday <b>AM or PM</b>	Sunday <b>AM or PM</b>	

Upon being hired at Leonardo's Children's Museum:

Will you complete the Sexual Abuse Prevention Training within 90 days of your employment? (circle) **Yes** **No**

Will you willingly submit to random drug screenings? (circle) **Yes** **No**

Are you able to stand for long periods of time? (circle) **Yes** **No**

Are you able to lift more than 40 pounds? (circle) **Yes** **No**

Employment History (please start with your most recent employer):

Employer	City	State	Dates	Position	Pay Rate

Education:

School	City	State	Years Attended	Completed?	Course of Study

Please list two references below (please ensure these references are **NOT** relatives)

List name, phone number, and relationship with reference

#1 \_\_\_\_\_

#2 \_\_\_\_\_

Please write a sentence explaining why you would be a great asset to our organization.

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I acknowledge that all information and statements provided are correct and made in good faith. I understand that if I am hired, I will agree to the rules or regulations of Leonardo's Children's Museum.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Leonardo's Children's Museum is an equal opportunity employer. It is our policy to comply with all applicable state and federal laws prohibiting discrimination in employment based on race, age, color, sex, religion, national origin, disability, or any other protected classification.

Updated: 07/17/19