



# Employment Application

6701 W. Emory Road  
Knoxville, TN 37931  
(865) 938-9164  
www.SHADESofDevelopment.org

## General Information

Name: \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street City State Zip

Telephone Number (\_\_\_\_\_) \_\_\_\_\_ Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Position of Interest:  Director  Lead SAC Specialist  SAC Specialist  
 Assist. Director  Floater  Substitute

Age:  Under 18  Over 18 E-mail \_\_\_\_\_

## Education

High School \_\_\_\_\_  
School Name City State Graduated

College \_\_\_\_\_  
School Name City State Graduated

Major \_\_\_\_\_ Minor \_\_\_\_\_ Degree Earned \_\_\_\_\_

College \_\_\_\_\_  
School Name City State Graduated

Major \_\_\_\_\_ Minor \_\_\_\_\_ Degree Earned \_\_\_\_\_

## Other Training (Examples: 1<sup>st</sup> Aid, CPR, Lifesaving, CDA, Computer Skills, etc.)

Course \_\_\_\_\_ Date Completed \_\_\_\_\_

Course \_\_\_\_\_ Date Completed \_\_\_\_\_

Course \_\_\_\_\_ Date Completed \_\_\_\_\_

## Noteworthy Achievements (Examples: Honors, Distinctions, Publications, Awards, etc.)

Achievement \_\_\_\_\_ Date \_\_\_\_\_

Achievement \_\_\_\_\_ Date \_\_\_\_\_

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**Previous Employment** (List your last three employers starting with the most recent)

**Company** \_\_\_\_\_ **Position** \_\_\_\_\_

**Address** \_\_\_\_\_ **City** \_\_\_\_\_ **St/Zip** \_\_\_\_\_

**Phone Number** ( \_\_\_\_\_ ) \_\_\_\_\_ **Supervisor** \_\_\_\_\_

**Dates:** From \_\_\_\_\_ **To** \_\_\_\_\_ **Reason for Leaving** \_\_\_\_\_

**Company** \_\_\_\_\_ **Position** \_\_\_\_\_

**Address** \_\_\_\_\_ **City** \_\_\_\_\_ **St/Zip** \_\_\_\_\_

**Phone Number** ( \_\_\_\_\_ ) \_\_\_\_\_ **Supervisor** \_\_\_\_\_

**Dates:** From \_\_\_\_\_ **To** \_\_\_\_\_ **Reason for Leaving** \_\_\_\_\_

**Company** \_\_\_\_\_ **Position** \_\_\_\_\_

**Address** \_\_\_\_\_ **City** \_\_\_\_\_ **St/Zip** \_\_\_\_\_

**Phone Number** ( \_\_\_\_\_ ) \_\_\_\_\_ **Supervisor** \_\_\_\_\_

**Dates:** From \_\_\_\_\_ **To** \_\_\_\_\_ **Reason for Leaving** \_\_\_\_\_

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**Personal References** (Do not include relatives)

**Name** \_\_\_\_\_ **Relation** \_\_\_\_\_ **Years Known** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Name** \_\_\_\_\_ **Relation** \_\_\_\_\_ **Years Known** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Name** \_\_\_\_\_ **Relation** \_\_\_\_\_ **Years Known** \_\_\_\_\_ **Phone** \_\_\_\_\_

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**Statement of Interest** (Please state why you would like to work at SHADES of Development)

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**Special Interests and Hobbies** (Place a “1” next to activities that you have no knowledge of; a “2” next to activities that you have interest in but, can not do; and a “3” next to activities that you feel you can do well enough, and/or have enough knowledge of, to teach to children.)

**Physical Development and Sports**

- |                                       |   |   |                                      |
|---------------------------------------|---|---|--------------------------------------|
| <input type="checkbox"/> Basketball   | <input type="checkbox"/> Football         | <input type="checkbox"/> Karate         | <input type="checkbox"/> Hiking      |
| <input type="checkbox"/> Soccer       | <input type="checkbox"/> Baseball         | <input type="checkbox"/> Yoga           | <input type="checkbox"/> Backpacking |
| <input type="checkbox"/> Volleyball   | <input type="checkbox"/> Skiing           | <input type="checkbox"/> Aerobics       | <input type="checkbox"/> Kick Boxing |
| <input type="checkbox"/> Tennis       | <input type="checkbox"/> Skating          | <input type="checkbox"/> Hockey         | <input type="checkbox"/> Kickball    |
| <input type="checkbox"/> Cheerleading | <input type="checkbox"/> Whiffle Ball     | <input type="checkbox"/> Golf/Putt-putt | <input type="checkbox"/> Bowling     |
| <input type="checkbox"/> Field Hockey | <input type="checkbox"/> Ultimate Frisbee | <input type="checkbox"/> Baton          | <input type="checkbox"/> Gymnastics  |
| <input type="checkbox"/> Biking       | <input type="checkbox"/> Swimming         | <input type="checkbox"/> Frisbee Golf   | <input type="checkbox"/> Other       |

**Cultural and Performing Arts**

- |   |   |   |                                       |
|---|---|---|---------------------------------------|
| <input type="checkbox"/> Ballet                 | <input type="checkbox"/> Clogging         | <input type="checkbox"/> Staging/Set Design     | <input type="checkbox"/> Puppetry     |
| <input type="checkbox"/> Tap                    | <input type="checkbox"/> Line Dancing     | <input type="checkbox"/> Costume Design         | <input type="checkbox"/> Storytelling |
| <input type="checkbox"/> Jazz                   | <input type="checkbox"/> Square Dancing   | <input type="checkbox"/> Singing                | <input type="checkbox"/> Piano        |
| <input type="checkbox"/> Modern Dance           | <input type="checkbox"/> Acting/Drama     | <input type="checkbox"/> Play Writing           | <input type="checkbox"/> Guitar       |
| <input type="checkbox"/> Musical Instrument ( ) |   | <input type="checkbox"/> Magic                  | <input type="checkbox"/> Masks        |
| <input type="checkbox"/> Foreign Language ( )   |   | <input type="checkbox"/> Sign Language          | <input type="checkbox"/> Literature   |
| <input type="checkbox"/> Hieroglyphics          | <input type="checkbox"/> Cultural Studies | <input type="checkbox"/> Writing (Poetry/Songs) | <input type="checkbox"/> Pen Pals     |
| <input type="checkbox"/> News Paper             | <input type="checkbox"/> Book Making      | <input type="checkbox"/> Photography            | <input type="checkbox"/> Other        |

**Arts and Crafts**

- |                                      |   |   |                                     |
|--------------------------------------|---|---|-------------------------------------|
| <input type="checkbox"/> Drawing     | <input type="checkbox"/> Calligraphy    | <input type="checkbox"/> Basket Weaving | <input type="checkbox"/> Stenciling |
| <input type="checkbox"/> Painting    | <input type="checkbox"/> Pottery        | <input type="checkbox"/> Embroidery     | <input type="checkbox"/> Macrame'   |
| <input type="checkbox"/> Sketching   | <input type="checkbox"/> Ceramics       | <input type="checkbox"/> Paper Making   | <input type="checkbox"/> Knitting   |
| <input type="checkbox"/> Pastels     | <input type="checkbox"/> Jewelry Making | <input type="checkbox"/> Silk Screening | <input type="checkbox"/> Mosaic     |
| <input type="checkbox"/> Sculpting   | <input type="checkbox"/> Sewing         | <input type="checkbox"/> Paper Mache'   | <input type="checkbox"/> Crocheting |
| <input type="checkbox"/> Water Color | <input type="checkbox"/> Candle Making  | <input type="checkbox"/> Woodworking    | <input type="checkbox"/> Other      |
| <input type="checkbox"/> Origami     |   |   |                                     |

**Science**

- |                                       |                                    |  |                                     |
|---------------------------------------|------------------------------------|--|-------------------------------------|
| <input type="checkbox"/> Cooking      | <input type="checkbox"/> Gardening | <input type="checkbox"/> Astronomy             | <input type="checkbox"/> Entomology |
| <input type="checkbox"/> Kite Making  | <input type="checkbox"/> Weather   | <input type="checkbox"/> Geography             | <input type="checkbox"/> Chemistry  |
| <input type="checkbox"/> Biology      | <input type="checkbox"/> Recycling | <input type="checkbox"/> Environmental Studies | <input type="checkbox"/> Geology    |
| <input type="checkbox"/> Paleontology | <input type="checkbox"/> Botany    | <input type="checkbox"/> Genealogy             | <input type="checkbox"/> Other      |

**Strategy Board and Cards Games**

- |   |                                       |                                      |                                     |
|---|---------------------------------------|--------------------------------------|-------------------------------------|
| <input type="checkbox"/> Chess  | <input type="checkbox"/> Checkers     | <input type="checkbox"/> Monopoly    | <input type="checkbox"/> Pictionary |
| <input type="checkbox"/> Uno  | <input type="checkbox"/> Mancalla     | <input type="checkbox"/> Scategories | <input type="checkbox"/> Guestures  |
| <input type="checkbox"/> Yahtzee  | <input type="checkbox"/> Zonk         | <input type="checkbox"/> Outburst    | <input type="checkbox"/> Balderdash |
| <input type="checkbox"/> Spades   | <input type="checkbox"/> Crazy Eights | <input type="checkbox"/> Speed       | <input type="checkbox"/> Risk       |
| <input type="checkbox"/> Othello  | <input type="checkbox"/> Connect Four | <input type="checkbox"/> Hearts      | <input type="checkbox"/> Life       |
| <input type="checkbox"/> Guess Who  | <input type="checkbox"/> Rumikub      | <input type="checkbox"/> Dominos     | <input type="checkbox"/> Other      |
| <input type="checkbox"/> Other (List three favorite strategy board or card games) |                                       |                                      |                                     |

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

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## Felony Information

Have you ever been convicted of a felony?  Yes  No

If so, please complete the following:

Date Convicted \_\_\_\_\_ Charge \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_

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## Authorization and Consent Information

"I certify that the information contained in this application is true and accurate to the best of my knowledge. I understand that falsification in this application of any detail is grounds for disqualification from further consideration of, or dismissal from employment. I hereby authorize SHADES of Development to contact my previous employers and personal references. I authorize SHADES of Development to conduct a background investigation that may involve, but may not be limited to contacting the Criminal Court Clerk, the Department of Human Services, the National Bureau of Investigations, and any relevant state bureau. I also authorize any and all background investigation agencies contacted by SHADES of Development to release information about me to SHADES of Development. I understand the requirement of, and agree to consent to, random drug testing upon employment with SHADES of Development.

I agree to abide by the guidelines and policies outlined by the SHADES of Development Program. I understand that my employment and compensation can be terminated, with or without cause, at any time, at the option of either SHADES of Development or myself."

Date \_\_\_\_\_ Signature \_\_\_\_\_

I heard about this position  In the Knoxville News Sentinel  News Sentinel on-line  
 SHADES Web Page  Daily Beacon  College Bulletin Board  
 Community News paper  a friend  a parent  Craigslist  
 Please Specify Source \_\_\_\_\_

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### For Office Use Only

|       |                                  |
|-------|----------------------------------|
| _____ | 1 <sup>st</sup> Interview        |
| _____ | Interviewer                      |
| _____ | Background Check Completion Date |
| _____ | 2 <sup>nd</sup> Interview        |
| _____ | Interviewer                      |
| _____ | Hire Date                        |