



CASA of Grayson County, Inc. Application for Employment

CASA is an equal opportunity agency and does not discriminate against any individual, employee, applicant, volunteer or client on the basis of race, color, national origin, religion, gender, sexual orientation, age or disability. CASA will recruit, train and hire staff and volunteers legally eligible to work in the United States without regard to citizenship, ethnic background, or place of national origin. CASA will follow federal immigration regulations in effect for hiring decisions for staff and for volunteers.

Application for position of: _____

Date Submitted: _____

PERSONAL INFORMATION

Name (Last, First, Middle):

Home Phone:

Other Phone:

Street Address:

City:

State:

Zip Code:

Emergency Contact Name:

Emergency Contact Phone:

Are you legally eligible for employment in the United States? Yes No

Have you been previously employed by or volunteered with a CASA/GAL program? If so, please state position(s) held and dates.

EDUCATION AND TRAINING HISTORY

(Please include any training specifically concerning work with children.)

Name and Location of School:

of Years Completed:

Degree or Diploma?

Name and Location of School:

#. of Years Completed:

Degree or Diploma?

List any job-related training and skill development you received within the last 5 years.

List any second language ability.

EMPLOYMENT HISTORY

Please be as detailed as possible in your description of your past work experience. *Resumes may be attached, but are not a substitute to this completed application. We would like all questions answered.* Start with your current or most recent employment. Employment History need not exceed 10 years. Please highlight any work specifically with children and the child welfare system.

1. Company Name

Telephone:

Address:

Employment Dates (Month & Year):

Immediate Supervisor's Name:

May we contact this employer?

Starting Pay per \$

Ending Pay per \$

Provide Job Title, detailed description of duties, tasks, and responsibilities in the space below:

2. Company Name

Telephone:

Address:

Employment Dates (Month & Year):

Supervisor's Name:

May we contact this employer?

Starting Pay per \$

Ending Pay per \$

Provide Job Title, detailed description of duties, tasks, and responsibilities in the space below:

3. Company Name

Telephone:

Address:

Employment Dates (Month & Year):

Supervisor's Name:

May we contact this employer?

Starting Pay per \$

Ending Pay per \$

Provide Job Title, detailed description of duties, tasks, and responsibilities in the space below:

EMPLOYMENT HISTORY (continued)

4. Company Name

Telephone:

Address:

Employment Dates (Month & Year):

Supervisor's Name:

May we contact this employer?

Starting Pay per \$

Ending Pay per \$

Provide Job Title, detailed description of duties, tasks, and responsibilities in the space below:

Please use additional sheets as necessary for more employment information.

RELEVANT EXPERIENCE

1. Please share an experience that illustrates your awareness and understanding of the cultural and socioeconomic factors of the children (and their families) that CASA serves.
2. Have you ever had personal experience involving the child welfare system, juvenile court system, foster care system, child abuse or neglect? If so, please describe the experience(s). Use additional sheets if necessary.

REFERENCES

Please share three references. They must be job related, (at least two of the three references should have been in a supervisory position over the applicant) Include name, relationship, daytime phone and email address.

1.

2.

3.

ACKNOWLEDGEMENT

I hereby declare the information provided by me on this application is true, correct and complete to the best of my knowledge. I understand that if engaged, any misstatement or omission of fact on this application shall be considered cause for immediate dismissal. Furthermore, my signature on this application constitutes a release to contact my references.

I understand that the following background checks are required and will be repeated every two years of consecutive service: (1) national criminal background check, (2) child abuse and neglect registry check, (3) social security number verification check, (4) driver's record check, and (5) sex offender registry check. I authorize CASA of Grayson County to perform these checks and understand that if I do not sign a release for these checks to be performed, CASA will not consider me to be affiliated with the agency.

CASA of Grayson County reserves the right to reject applicants if they have been convicted, entered a guilty plea, entered a plea of no contest, accepted deferred adjudication or have charges pending for any level of offense under the Texas Penal Code Chapters 19, 20, 20A, 21, 22, 25, 28, 29, 30, 33, 42, 43, 46, 48, 49, 71, or in any other state, charges involving violence, child abuse or neglect, assault with family violence, a sex-related offense, or an offense that poses a risk to children or to the CASA program's credibility.

By checking this box and typing my name below, I am electronically signing my application.

Signature _____

Date _____