



# PEAK PARENT CENTER

Helping Families Helping Children

### HOW TO APPLY:

Email: [apply@peakparent.org](mailto:apply@peakparent.org)

Fax: 719.531.9452

Mail: 917 E. Moreno Avenue, Suite 140  
Colorado Springs, CO 80903

### HOW TO LEARN MORE:

Phone: 719.531.9400

Internet: <https://www.PEAKparent.org/>

## APPLICATION FOR EMPLOYMENT

### An Equal Opportunity Employer

We do not discriminate on the basis of race, color, religion, national origin, sex, age, disability, sexual preference, sexual orientation, or any other status protected by law or regulation.

(Please download and save the application to your desktop before completing the form)

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

Position applying for: \_\_\_\_\_

Are you seeking: Full-time  Part-time  Temporary

Please indicate how you learned of this position: Walk-in  Employee Referral  Friend

PEAK Website/Email  Employment Agency  Internet  \_\_\_\_\_ Other  \_\_\_\_\_

### Personal Information

Name: Last _____		First _____	Middle _____	
Present Address: Street _____	City _____	State _____	Zip _____	
Alternate Address: Street _____	City _____	State _____	Zip _____	
Email Address _____	Primary Phone Number _____	Alternate Phone Number _____	Last 4 Social Security Number (optional) _____	
Are you 18 years of age or older? (If hired you may be required to submit proof of age).....			Yes <input type="checkbox"/>	No <input type="checkbox"/>
If hired, can you provide proof you are eligible to work in the U.S.?.....			Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are you a parent of a child with a disability?.....			Yes <input type="checkbox"/>	No <input type="checkbox"/>

1. Have you worked or attended school under any other names? If yes, please specify: \_\_\_\_\_

2. Have you ever applied or been employed by PEAK Parent Center? If yes, please specify: \_\_\_\_\_

3. Have you ever been convicted of any law violation? Include any plea of "guilty" or "no contest". (Exclude minor traffic violations.) Yes  No  If yes, give details \_\_\_\_\_

(A conviction will not necessarily disqualify an applicant for employment)

4. If employed, do you expect to be engaged in any additional business or employment outside of our job? Yes  No

### Education Information

Name of School	Location	Graduated: Yes / No / Still Attending	Subjects Studied
High School or GED:		Yes <input type="checkbox"/> No <input type="checkbox"/> SA <input type="checkbox"/>	
College or University:		Yes <input type="checkbox"/> No <input type="checkbox"/> SA <input type="checkbox"/>	
Other Training or Education:		Yes <input type="checkbox"/> No <input type="checkbox"/> SA <input type="checkbox"/>	
Other skills, training, or equipment used relevant to the position for which you are applying? _____			

**Employment Record** List names of employers in consecutive order with present or most recent employer listed first. Account for all periods of time including military service and any periods of unemployment. If self-employed, give firm name and supply business references.

Employer Name & Address		Job Title and Duties	
		Dates of Employment (Mo/Yr): From _____ To _____	
City, State, Zip Code		Pay: Start \$ _____ Final \$ _____	
Phone	Supervisor(s) Name	Reason for Leaving	

Employer Name & Address		Job Title and Duties	
		Dates of Employment (Mo/Yr): From _____ To _____	
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Phone	Supervisor(s) Name	Reason for Leaving	

**NOTE:** Use a separate sheet to list additional employers, if necessary. We may contact all of the employers listed on this application unless you specifically excluded them below. Please list any employers you do not want us to contact and why.

Employer's Name	Reason
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**Work Availability**

1. If your application receives favorable consideration, when will you be able to begin work? \_\_\_\_\_
2. Can you work overtime? Yes  No
3. Can you work on the weekend? Yes  No
4. Can you travel if required by this position? Yes  No
5. Do you have any activities, commitments, or responsibilities that may interfere with the schedule of this position?  
Yes  No  If yes, please explain days and times: \_\_\_\_\_

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**Salary/Hourly Rate Requirements**

If your application receives favorable consideration, what salary/hourly rate would you require? \$\_\_\_\_\_ per \_\_\_\_\_

**References** Please list five professional references (employer, colleague, supervisor, client, etc;)

Name	Phone Number	Relationship
Name	Phone Number	Relationship
Name	Phone Number	Relationship
Name	Phone Number	Relationship
Name	Phone Number	Relationship

**APPLICATION FORM WAIVER****PLEASE READ EACH STATEMENT BELOW CAREFULLY BEFORE SIGNING**

I certify that all the information provided in this employment application is true and complete. I understand that any false information or omission may disqualify me from further consideration for employment and may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date.

I authorize the investigation of any or all statements contained in this application. I also authorize, whether listed or not, any person, school, current employer, past employers, and organizations to provide relevant information and opinions that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements.

I understand that this application, verbal statements by management, or subsequent employment does not create an express or implied contract of employment nor guarantee employment for any defined period of time. Only the Executive Director of PEAK Parent Center has the authority to enter into an agreement of employment for any specified period and such agreement must be in writing, signed by the Executive Director and the employee. If employed, I understand that I have been hired at the will of the employer and my employment may be terminated at any time, with or without reason and with or without notice.

**Thank you for completing this application form and for your interest in our organization.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only**

Date application received: \_\_\_\_\_

Interviewed  Hired  Rejection notification

Start Date: \_\_\_\_\_ Rate of Pay: \_\_\_\_\_