



Westminster Presbyterian Preschool & Kindergarten

8200 Devonshire Dr. Dallas, Texas 75209

214-350-6155

www.wpcd.org

Application Checklist

- Application Form
- Copy of transcripts
- Copy of teaching certificate
- Completed resume
- Personal philosophy statement
- Background Check Authorization
- Complete References
- Driver's License

Name _____

Date _____

Address _____
City, State, Zip

Day Phone # _____

Date of Birth _____ SS# _____ Email _____

Home Phone # _____ Cell Phone # _____

Do you have a valid teaching certificate? Yes ___ No ___ What state? _____

Age Level / Position for which you are interested in interviewing?

Current Employment (employer and job description)

Why do you wish to leave this position?

Educational Background (include a copy of your Transcript & Diploma)

<u>Name / City/State</u>	<u>Major</u>	<u>Dates Attended</u>	<u>Date Graduated/Degree Received</u>
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High School

College/University

Graduate School

Teaching Experience

Start date – end date	School/City/State	Phone #	Position Held/Grade/Age Level/SUPERVISOR
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1.

2.

3.

4.

Health Status: _____

Specific Health Concerns: _____

English is a language comfortably spoken, understood and written: _____

Please attach the following items with this application:

- a complete listing of 5 references – 3 professional and 2 personal with:
 - name/complete address/phone #/email address
- a copy of your drivers license
- a copy of your teaching certification (if available)
- on a separate sheet of paper, in your own handwriting, describe your general philosophy of early childhood education, your philosophy of guidance with children and your ideal learning environment for the age that you are applying to teach. What strengths do you feel you bring to Westminster?

Please initial after the following statements to answer positively

I authorize inquiry into my suitability for employment for teaching at Westminster through the listed references and a background check. _____

I am authorized to work in the US _____

I have never been convicted of a crime, felony, misdemeanor or deferred adjudication. _____

I have no limitations (physical, medical, emotional) that would prohibit / interfere with the duties of my position. _____

If I have falsified any information in this employment process, it is grounds for termination. _____

Name: _____

WPC will recruit, hire, call, upgrade, train, and promote within all job titles without regard to race, creed, color, religion, sex (including pregnancy, sexual orientation, or gender identity), national origin, disability, age (40 or older), genetic information (including family medical history), or marital status. (2.2019)