

## Papillion-La Vista Foundation

1201 Golden Gate Drive  
Papillion, NE 68046  
(402) 829-1340  
<http://www.paplv.org>

### Application for Foundation Employees

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

City, State Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Date which you can start employment \_\_\_\_\_

**2 letters of reference (non relative) are required by all potential employees prior to start.**

Positions Applying For (Check)

(All positions must be at least 16 years old to apply.)

Site Directors and Assistant Directors must be at least 19 years old to apply.)

**Management:**

- Site Director\*\*
- Assistant Site Director\*\*
- Other (Foundation Office)

**Aides:**

- Aide + (age of majority 19)\*
- Aide (over 16)\*

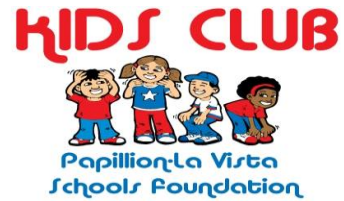
- I can work mornings (6:30-8am)
- I can work afternoons (2:30-6pm)
- I can work in the middle of day when children are out of school
- I can work full time every day

**\*Aides must be able to work Monday through Friday from 2:30pm to 6:00pm**

**\*\*All other positions must be able to work Monday through Friday split shift: 6:30am to 8:00am and 2:30pm to 6:00pm**

Were you previously employed by Papillion-La Vista Schools Foundation? If yes what dates and where: \_\_\_\_\_

List any friends or relatives who work for us: \_\_\_\_\_



Do you have any relative that have been employed by Kids Club/Papillion-La Vista School District/ or are on the Foundation or School District School Board? \_\_\_\_\_

List all experiences, skills, or qualifications which you feel would qualify you for the positions checked above. \_\_\_\_\_

Explain why you would be the right candidate for the position you are applying for? \_\_\_\_\_

\_\_\_\_\_

Education and Training (please list any special training, junior college or college)

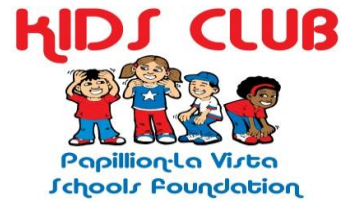
Level of Education	Name of School	Year you Graduated	Type of Degree	Current Grade Level
High School			XXXXXX	
College				
Trade School				

**Current/Most Recent Employment**

Name and Address of Company and Type of Business	From Mo./Year	Describe in detail the work you did	Hourly Start Salary	Hourly last Salary	Reason for Leaving	Name of Supervisor

May we contact the employers listed above? Yes \_\_\_\_\_ No \_\_\_\_\_

How did you hear about Papillion-La Vista Foundation? Please check all that apply. \_\_\_\_\_ Newspaper \_\_\_\_\_ College \_\_\_\_\_ Friend/Family \_\_\_\_\_ Careerlink \_\_\_\_\_ Applitrack \_\_\_\_\_ Nebraska Dept of Labor



Personal References (Not Listed Above or Relatives)

Name	Address	Phone	Relationship

The facts set forth in this application are true and complete. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation into my personal history.

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

The Papillion-La Vista Foundation does not discriminate on the basis of race, color, national origin, gender, marital status, age, disability or any other legally protected status in admission or access to, or treatment or employment in, its programs and activities. The following person has been designated to handle inquiries regarding complaints, grievance procedures or the application of these policies of non-discrimination: Director of Papillion-La Vista Schools Foundation, 1201 Golden Gate Dr., Papillion, NE 68046 (402) 829-1340

Last updated 4-28-11