



Application for Employment

We are an equal opportunity employer

4775 West Panther Creek, The Woodlands, TX 77381* (281) 465-0955 FAX: (281) 465-0956

Personal Information

Name _____ Phone _____ or _____

Address: _____

City: _____ State: _____ Zip: _____ E-mail: _____

Are you 18 years or older? Yes No Are you authorized to work in the U.S.A.? Yes No

Employment Desired

Position _____ Date Available _____

Are you employed now? Yes No If so, may we contact your present employer? Yes No

Indicate your preferred type of employment: Full time Part time Seasonal

Have you ever filed an application with TWCM before? Yes No If Yes, give date: _____

Are you able to work during museum hours? Yes No

(Tuesday-Saturday 10:00 AM - 5:00 PM and Sunday noon - 5:00 PM)

Are you able to work weekends and selected holidays? Yes No

Have you ever been convicted of a felony? Yes No If Yes, explain: _____

Advisory: A check of the applicant's/employee's criminal history may be made to verify the responses to the above questions. The Woodlands Children's Museum may conduct background checks for the sole purpose of ensuring the safety of its staff, volunteers and visitors. No applicant will be denied employment solely on the grounds of conviction of a crime. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position will be considered.

Background Information

Education	Name and City of School	Number of years attended	Did you graduate?	Subject studied
High School				
College				
Graduate - Professional				

Describe any specialized training, apprenticeship, skills & extra-curricular activities: _____

Volunteer Work _____

Special Skills _____

Languages spoken other than English: _____

(Please, indicate fluency)

Employment History List your past employers, starting with the most recent:

Employer:	Dates Employed		Duties Performed:
	From	To	
Address:			
Telephone	Hour Rate/Salary		
	Starting	Final	
Job Title:			
Supervisor:			
Reason for leaving:			

Employer:	Dates Employed		Duties Performed:
	From	To	
Address:			
Telephone	Hour Rate/Salary		
	Starting	Final	
Job Title:			
Supervisor:			
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Employer:	Dates Employed		Duties Performed:
	From	To	
Address:			
Telephone	Hour Rate/Salary		
	Starting	Final	
Job Title:			
Supervisor:			
Reason for leaving:			

Why do you want to work at The Woodlands Children’s Museum? _____

References Give the names of three persons not related to you, whom you have known for at least one year.

Name	Phone Number	Relationship or Business	Years Acquainted

Public Law 91-508 requires that we advise you that a routine inquiry may be made which will provide information concerning your character, reputation, personal characteristics, and mode of living. You may obtain a copy of this information upon request.

I hereby certify that the information I supplied in the application is true, complete, and correct to the best of my knowledge, and I understand that any information I withheld or falsely provided in connection with the foregoing application shall be cause for rejection of this application or termination of my employment status. I herby authorize The Woodlands Children’s Museum, employers, schools, or references to make full response to any inquires by The Woodlands Children’s Museum in connection with this application for employment, including police records.

Signature of Applicant	Date
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DOI: _____	Hourly rate / salary: _____	Interviewer: _____
Job Title: _____	Notes: _____	
Department: _____		