

Current Job Opportunities:

If you are interested in a career in education, there's no better place to be than Franklin Vance Warren Head Start / Early Head Start. We are a non-profit organization with an established preschool program. We are devoted to the field of child and family development. Our program serves low-income preschool children and their families. We offer a competitive salary and excellent benefits package in addition to the opportunity to serve families and children in Franklin, Vance, Warren, and Granville Counties.

FVW is seeking qualified staff to join our Head Start team in the following positions:

(Hourly salary depends on position, education, and qualification)

Head Start Teacher – (3 to 5 yr. old's)

Qualifications:

- Minimum of an Associate Degree in Child Development.
- Bachelor's degree preferred.
- At least one (1) year teaching experience preferred.
- Bilingual English/Spanish, preferred.

Head Start/EHS Teacher Assistant

Qualifications:

- Minimum of an Early Child Development Associate preferred,
- High School Diploma and hold or willingness to obtain a CDA
- Bilingual English/Spanish preferred.

Early Head Start Teacher

Qualifications:

- Minimum of a Lead Teacher Qualification Letter
- Bachelor or Associate degree preferred) or
- Three (3) Infant/Toddler units required.
- At least one (1) year teaching experience required.

Cook

Qualifications:

- Minimum of High School Diploma or GED
- Experience working in a kitchen and preparing meals in bulk
- Familiar with sanitation regulations

FRANKLIN-VANCE-WARREN OPPORTUNITY, INCORPORATED
P.O. BOX 1453, 180 SOUTH BECKFORD DRIVE
HENDERSON, NORTH CAROLINA

APPLICATION FOR EMPLOYMENT

POSITION(S) APPLIED FOR _____ DATE _____

(LAST) (FIRST) (MIDDLE) IF MARRIED, MAIDEN NAME

MAILING ADDRESS _____
 (STREET & NO. OR PO BOX) (CITY) (COUNTY) (STATE) (ZIP CODE)

TELEPHONE: _____
 (HOME NUMBER) (CELL)

IF NONE, WHERE CAN YOU BE REACHED BY TELEPHONE? _____

DOB: _____

IN CASE OF EMERGENCY, WHO SHOULD BE CONTACTED? _____
 (NAME OF PERSON)

(ADDRESS) (TELEPHONE NO.) (RELATIONSHIP)

INDICATE ANSWER BY PLACING AN "X" IN PROPER COLUMN

	YES	NO
1. MAY INQUIRY BE MADE OF YOUR PRESENT EMPLOYER REGARDING YOUR CHARACTER, QUALIFICATIONS, ETC.?	_____	_____
2. HAVE YOU EVER BEEN CONVICTED OF A FELONY? HAVE YOU EVER BEEN CONVICTED OF A CRIME INCLUDING SEX RELATED OR CHILD ABUSE RELATED OFFENSES. IF "YES", PLEASE EXPLAIN _____	_____	_____
3. HAVE YOU EVER BEEN EMPLOYED BY US BEFORE? IF "YES", BY WHOM? _____	_____	_____
4. CAN YOU PROVIDE YOUR OWN TRANSPORTATION TO WORK?	_____	_____
5. DO YOU HAVE A "CDL" DRIVER'S LICENSE? DO YOU HAVE A DRIVER'S LICENSE?	_____	_____
6. HAVE YOUR DRIVER'S LICENSE EVER BEEN REVOKED?	_____	_____
7. ARE YOU RELATED BY BLOOD OR MARRIAGE TO ANY PERSON SERVING ON F-V-W BOARD OF DIRECTORS OR EMPLOYED BY F-V-W? IF "YES", GIVE NAME AND RELATIONSHIP? _____	_____	_____

**F-V-W APPLICATION
PART 2**

EDUCATION

HIGH SCHOOL ATTENDED _____ GRADUATION DATE _____

LOCATION OF HIGH SCHOOL _____

COLLEGE/UNIVERSITY INFORMATION
UNDERGRADUATE (COLLEGE/UNIVERSITY)

NAME LOCATION

DATES
ATTEND. DEGREE
FROM TO RECEIVED

MAJOR

GRADUATE (COLLEGE/UNIVERSITY)

NAME LOCATION

DATES
ATTEND. DEGREE
FROM TO RECEIVED

MAJOR

SKILLS

LIST ANY CLERICAL SKILLS, BUSINESS EQUIPMENT YOU CAN OPERATE, AND OTHER SKILLS WHICH YOU ARE PROFICIENT IN. TYPING _____ WPM: SHORTHAND _____ WPM:

WHAT SPECIAL QUALIFICATIONS DO YOU HAVE FOR THE JOB FOR WHICH YOU ARE APPLYING: _____

EMPLOYMENT (START WITH YOUR LAST POSITION AND WORK BACKWARD)

FROM _____ TO _____ POSITION _____ START. SALARY _____ ENDING SALARY _____

NAME AND ADDRESS OF EMPLOYER _____

NAME AND TITLE OF IMMEDIATE SUPERVISOR _____

REASON FOR LEAVING _____

DUTIES _____

**EMPLOYMENT INFORMATION CONTINUED
PART 3**

FROM _____ TO _____ POSITION _____ START. SALARY _____ ENDING SALARY _____.

NAME AND ADDRESS OF EMPLOYER _____

REASON FOR LEAVING _____

DUTIES _____

FROM _____ TO _____ POSITION _____ START. SALARY _____ ENDING SALARY _____.

NAME AND ADDRESS OF EMPLOYER _____

REASON FOR LEAVING _____

DUTIES _____

FROM _____ TO _____ POSITION _____ START. SALARY _____ ENDING SALARY _____.

NAME AND ADDRESS OF EMPLOYER _____

REASON FOR LEAVING _____

DUTIES _____

HOBBIES AND INTEREST
