

Office use only Initial Start Date: _____ Final Date: _____

2026-2027



Latch Key

OPENING THE DOOR TO OPPORTUNITY
"PEARL GRIFFIN MEMORIAL"

2411 Coggin Avenue/P.O. Box 2121, Brownwood, Texas 76801
325-646-2138/325-646-7066 (fax)
www.latchkeyprogram.org latchkeyprogram76801@gmail.com

Date: _____ HPU Student ID# _____

Name: _____
(Last) (First) (Middle) (S.S.#)

School Address: _____
(Street) (City) (State) (Zip)

Home Address: _____
(Street) (City) (State) (Zip)

Telephone Number: _____ Date of Birth: _____ Driver's License: _____
(Cell)

Email Address: _____

Position Desired: _____

Prefer to work with: (Circle One):

Pre-K Kinder 1st 2nd 3rd 4th 5th/6th No Preference

Comments: _____

Child Care History: What background do you have working with children?

Educational History:

High School Name: _____ College Name: _____

Other: _____

Emergency Contact: _____

Health Conditions/Allergies: _____

Credentials or certifications held that would be beneficial to working with young children (Including CPR and First Aid and dates) _____

Classification & Major: _____ Days & Times Available: _____

Work Experience:

1. Employer: _____ Position: _____

Phone number: _____ Dates: _____

2. Employer: _____ Position: _____

Phone number: _____ Dates: _____

3. Employer: _____ Position: _____

Phone number: _____ Dates: _____

Briefly explain why you would like to work at Latch Key:

Statement:

I acknowledge that I am aware that any employee or other person must be reassigned or removed from any contact with children if any of the following is returned.

Commission of a felony classified as an offense against the personal family or of public indecency or a violation of the Texas Controlled Substance Act. A misdemeanor classified as an offense against the person or family or of public indecency.

Have you ever been convicted of a felony or misdemeanor (Include deferred adjudication)?

Yes _____ No _____ If yes, give details of date, place and conviction.

Are you currently charged with a felony or misdemeanor (including deferred adjudication)?

Yes _____ No _____ If yes, give details of date, place and conviction.

I understand that in order to finalize employment requirements I must have completed a criminal history check, including fingerprinting, **at my own expense** (\$39.75 as of 04/2021). Latch Key will provide the paperwork and information regarding fingerprinting.

Signature

Date

Please return with a copy of your driver's license, social security card, 1st Aid & CPR Card and class schedule (transcript schedule that shows classes, class numbers and times, must have name printed on it from HPU.