



# SCORE AT THE TOP LEARNING CENTERS

Judi Robinovitz Associates Educational Consulting

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## APPLICATION FOR TUTOR EMPLOYMENT

We consider applicants for employment without regard to race, color, religion, sex, national origin, age, disability or status as a veteran in accordance with federal law. In addition, Score At The Top complies with applicable state and local laws prohibiting discrimination in employment in every jurisdiction in which it maintains facilities. Score At The Top also provides reasonable accommodations to individuals with a disability in accordance with applicable laws.

### Personal Information

*(Please Print)*

Name \_\_\_\_\_ Date of Application \_\_\_\_\_

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

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

Social Security # \_\_\_\_\_ Work Phone \_\_\_\_\_

E-mail \_\_\_\_\_ Date of Birth \_\_\_\_\_

Starting Date Available \_\_\_\_\_

### Hours of Availability

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Hours							
Preferred locations	<input type="checkbox"/> Boca Raton <input type="checkbox"/> Palm Beach Gardens <input type="checkbox"/> Wellington <input type="checkbox"/> Coral Springs <input type="checkbox"/> Will tutor students in their homes <input type="checkbox"/> Other locations: _____						

Have you ever been convicted of a crime? Yes \_\_\_ No \_\_\_

If yes, state the nature of the offense, when, where and disposition. A conviction will not necessarily bar to employment. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

### Academic History

Please complete for all undergraduate and graduate schools attended:

Name of Institution	Degree Received	Date Awarded or Expected	Major & Minor Fields of Study	Cumulative G.P.A.

## Performance on Standardized Tests

SAT: Verbal \_\_\_\_\_ Math \_\_\_\_\_

ACT: English \_\_\_\_\_ Math \_\_\_\_\_ Reading \_\_\_\_\_ Science \_\_\_\_\_ Composite \_\_\_\_\_

Please list any SAT Subject Tests taken:

1. \_\_\_\_\_ Score: \_\_\_\_\_
2. \_\_\_\_\_ Score: \_\_\_\_\_
3. \_\_\_\_\_ Score: \_\_\_\_\_
4. \_\_\_\_\_ Score: \_\_\_\_\_

Please list any other standardized tests taken:

1. GRE Score: \_\_\_\_\_
2. LSAT Score: \_\_\_\_\_
3. GMAT Score: \_\_\_\_\_
4. \_\_\_\_\_ Score: \_\_\_\_\_

If attended high school in Florida, please name: \_\_\_\_\_

## Employment History

(Please start with your present or most recent job — we will not call your present employer without your express permission)

	1	2	3
<b>Employer(s)</b>			
<b>Phone Number</b>			
<b>Supervisor</b>			
<b>Dates Employed</b>			

## Character References

(Please list former tutoring references, previous job or educational references)

Name	Relationship	Phone Number	E-mail Address
1.			
2.			
3.			

Federal laws require that employers hire only individuals who are authorized to be lawfully employed in the United States. In compliance with such laws, Score At The Top will verify the status of every individual offered employment with the company. In this connection, all offers of employment are subject to verification of the applicant's identity and employment authorization, and will be necessary for you to submit such documents as are required by law to verify your identification and employment authorization.

Are you currently authorized to work for all employers in the U.S on a full time basis or only your current employer? All employers \_\_\_\_\_ Current employer \_\_\_\_\_

**Which of the following HIGH-SCHOOL subjects would you feel confident tutoring?**

(Please, check all that apply, and indicate your readiness to tutor in the subject. Please comment where appropriate)

High School Subjects	Ready Immediately	Require Some Preparation	Comments
Eng: Literary Analysis			
Eng: Writing/Grammar			
Eng: Vocabulary			
College Application Essays			
Algebra I			
Algebra II			
Geometry			
Trigonometry			
Precalculus			
Calculus			
Probability / Statistics			
Higher College Math			
Biology			
Chemistry			
Physics			
Other Science			
Spanish			
French			
Other Language(s)			
History			
Psychology			
SAT			
ACT			
FCAT			
Other Tests			
Other Subjects			

**Which of the following elementary/middle-school level subjects would you feel confident tutoring?**

(Please, check all that apply, and indicate your readiness to tutor in the subject. Please comment where appropriate)

Subjects	Elem	Middle	Ready Immediately	Require Some Preparation	Comments
English					
Math					
Science					
Social Studies					
Foreign Language					
SSAT					
FCAT					
Other Subjects					

**Which of the following specialties would you feel confident tutoring?**

(Please, check all that apply, and indicate your readiness to tutor in the subject. Please comment where appropriate)

Subjects	Grades	Ready Immediately	Require Some Preparation	Comments
Study Skills				
Reading or Phonics				
Learning Disabilities				
ADD/ADHD				
ESOL				
Other				

**APPLICANT'S STATEMENT** *(Please read carefully)*

I understand and voluntarily agree that:

1. The information that I have provided on this application is true and complete to the best of my knowledge. Any misrepresentation or omission of any fact in my application, resume or any other materials, or during any interviews can be justified for refusal of employment or, if employed, termination from Score At The Top.
2. Any offer of employment I may receive from Score At The Top is contingent upon my successful completion of Score At The Top's total pre-employment screening process, including Score At The Top receiving references that it considers satisfactory.
3. I authorize and request that all my present and former employers and those individuals that I have listed as personal references furnish information about my employment record including a statement of the reason for the termination of my employment, work performance, abilities and other qualities pertinent to my qualifications for employment, hereby releasing them from any and all liability for damages arising from furnishing the requested information.
4. In consideration of my employment, I agree to comply with the policies, rules, regulations and procedures of Score At The Top and understand that my employment and compensation can be terminated with or without cause or notice, at any time, at the option of either the company or me. I further understand that no representative of Score At The Top other than the Director or Owner, has any authority to enter into any agreement with me for employment for any specified period of time or to make any agreement different from or contrary to any company policy. I further understand that any such agreement, if made, shall not be enforceable unless it is in writing and signed by the Director or President and myself.

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Signature of Applicant

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Date