



chicago
Nannies
inc.

Oak Park Office

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Nanny Application

To all Nanny Applicants:

Thank you for selecting Chicago Nannies, Inc. to assist you in your search. Please provide all requested information to us as soon as possible so that we can establish your portfolio and begin a job search for you.

Please complete the required forms in their entirety. If you do not know how to answer a particular question, ask us for assistance. You may attach additional sheets to any answer as necessary.

You may further enhance your portfolio by including any of the following:

- Resume
- Brief Biography and reasons why you want to be a nanny.
- Letters of reference
- CPR or First Aid Certification
- Any certificates, awards or accomplishments
- Recent Photograph of yourself

We look forward to finding you the best possible position to suit your needs.

Sincerely,

Joy Lichterman
President, Chicago Nannies, Inc.

Please fill out this application and call to set up an in person interview. Do not mail this application back, bring it with you, along with a photo ID (e.g. driver's license, State I.D. Card, Passport), to the in person interview.

APPLICANT REGISTRATION FORM

Name: _____

Age/DOB: _____ SSN: or TIN # _____

Home Address (Number / Street / Apt. Number / City/ State / Zipcode): _____

Day Phone: _____ Night Phone _____

Cellular: _____ Fax: _____

Email _____ Other: _____

Previous Addresses For Last Five Years: (begin with most recent; attach additional sheets if necessary):

Previous Address #1 (Number / Street / Apt. Number / City/ State / Zipcode): _____

Previous Address #2 (Number / Street / Apt. Number / City/ State / Zipcode): _____

Position(s) sought (check all that apply, you may check more than one):

<input type="checkbox"/> Live In	<input type="checkbox"/> Full Time	<input type="checkbox"/> Travel	<input type="checkbox"/> Summer
<input type="checkbox"/> Come and Go	<input type="checkbox"/> Part Time	Dates Available: _____	Dates Available: _____
<input type="checkbox"/> Temp.	Days _____	_____	_____
<input type="checkbox"/> Permanent	Hours _____	_____	_____

Salary Desired: _____ /wk or _____ / hr Available Start Date: _____

Age Group Preferred _____ Number of Children Preferred _____

Duties Willing to Perform:

Full Housekeeping Light Housekeeping Laundry Shopping Transport Children Cooking

Other/ Any Duty Not Willing to Perform: _____

Do you have any allergies to pets or any other restrictions with pets e.g. do not like to work around dogs (if yes explain)?

Would you consider positions where a parent works from home or where a parent does not work? _____

If you are not originally from the U.S.A, when did you immigrate here and from where? _____

Do You Drive? Y / N If Yes, do you have your own car? Y / N If yes Car make, model and year _____

Applicant Name: _____ Date: _____ SSN: _____

Education/Training

High School: _____ Grad Year: _____

Location: _____

Honors/Awards:

Activities:

_____	_____
_____	_____
_____	_____

College/Vocational: _____ Grad Year: _____

Location: _____

Major/Area of Study: _____ Degree/Certificate: _____

Honors/Awards:

Activities:

_____	_____
_____	_____
_____	_____

Other Education or training:

Employment History (continued):

Photocopy this form or use separate sheet as necessary as necessary.

(# _____) Date Start: _____ Date Leave: _____

Employer: _____ Phone: _____

Address: _____

Job Title/ Duties: _____

FT / PT Child Care Related? Y / N Use as one of your 3 child-care references? Y/N

Reason for leaving: _____

May We Contact Employer Y / N

FOR OFFICE USE ONLY (DO NOT WRITE IN THIS SECTION)

Person Contacted: _____ Title: _____

Date: _____ Contacted By: _____

Employer Reports Applicant to Be:

Dependable: Y / N	Trustworthy: Y / N
Works Well With Others Y / N	Employee in Good Standing Y / N

Employer Comments :

Applicant Name: _____ Date: _____ SSN: _____

Child Care References:

1) Dates of Employment: Start Date: _____ End Date: _____
Reference name: _____ Occupation / Employer: _____
Spouse: _____ Occupation / Employer : _____
Address: _____ Phone _____
Number of Children: _____ Ages of Children when started _____
Description of Job Duties: _____
Reason for leaving: _____
Type of position: (check all that apply):
 Live In Come and Go Temp. Permanent Full Time Part Time Travel Summer

2) Dates of Employment: Start Date: _____ End Date: _____
Reference name: _____ Occupation / Employer: _____
Spouse: _____ Occupation/Employer : _____
Address: _____ Phone _____
Number of Children: _____ Ages of Children when started _____
Description of Job Duties: _____
Reason for leaving: _____
Type of position: (check all that apply):
 Live In Come and Go Temp. Permanent Full Time Part Time Travel Summer

3) Dates of Employment: Start Date: _____ End Date: _____
Reference name: _____ Occupation / Employer: _____
Spouse: _____ Occupation/Employer : _____
Address: _____ Phone _____
Number of Children: _____ Ages of Children when started _____
Description of Job Duties: _____
Reason for leaving: _____
Type of position: (check all that apply):
 Live In Come and Go Temp. Permanent Full Time Part Time Travel Summer

