

Busy Parents of Dallas
Outstanding Nannies

Phone: 972-821-9990

Fax: 214-377-4162

Nanny Application Form

Last Name: _____ First Name: _____

Middle Name: _____

Date of Birth: _____

Home Phone: _____

Mobile Phone: _____

Email: _____

Address: _____

City: _____ Zip Code: _____

Country of Birth: _____ City of Birth: _____

Driver's license number: _____

Driver's license State: _____

Car Brand: _____ Year: _____

License Plate: _____

Date available to start: _____

Work Availability:

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Morning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Afternoon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eve/night	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How many hours are you willing to work per week? _____

Is your schedule flexible?

- Yes
- No

Do you speak fluent English?

- Yes
- No

Other languages I am fluent: _____

Education Background:

- Some high school
- High school graduate
- Some college
- College degree
- Early childhood education
- Nanny training program certification

CPR certified:

- Yes
- No

I can commit to the position of the following duration:

- Permanent/Full Time
- Permanent/Part Time
- Temporary/Summer Only

Would you prefer to live in or out of the home:

- In home
- Out of home
- Either

Do you smoke?

- Yes
- No

General Health Information:

Please describe your general health as well as any health related information the family may need to know (Example: allergies, chronic conditions, etc.)

Are you authorized to work in the United States?

- Yes
- No

If you are authorized to work in the United States, what is your citizenship status?

- Native citizen
- Naturalized citizen
- Alien (permanent)
- Alien (temporary)

I am willing to care for the following number of children: _____

I have childcare experience with the following age groups:

- Newborn to 2 yrs.
- 3 to 5 yrs.
- 6 to 9 yrs.
- 10+ yrs.

I am willing to work with special needs children:

- Yes
- No

Do you have experience caring for special needs children?

- Yes
- No

If yes, please describe your experience: _____

Do you have experience caring for multiple children?

- Yes
- No

If yes, please describe your experience: _____

I have the following skills:

- Experience driving in snow
- Experience driving in a large city
- Experience driving a manual transmission car
- Able to swim
- Lifeguard
- Athletic abilities
- Musical experience
- Experience with asthmatics
- Experience teaching disabled children

Have you had any accidents or moving violations in the past 3 years?

- Yes
- No

If yes, please describe the circumstances: _____

Are you comfortable working for a family whose religious or dietary convictions are different from your own?

- Yes
- No

Have you ever been convicted of a felony?

- Yes
- No

I am willing to provide the following background information:

- Two or more childcare references.
- Two or more personal references.
- Criminal history search.
- Drug test
- Driver's license history

The following three characteristics best describe my personality

- | | |
|--------------------------------------|---|
| <input type="checkbox"/> Outgoing | <input type="checkbox"/> Enjoy Outdoor Activities |
| <input type="checkbox"/> Reserved | <input type="checkbox"/> Self Motivated |
| <input type="checkbox"/> Laid Back | <input type="checkbox"/> Fun-loving |
| <input type="checkbox"/> Take Charge | <input type="checkbox"/> Flexible |
| <input type="checkbox"/> Patient | <input type="checkbox"/> Pro Active |
| <input type="checkbox"/> Orderly | <input type="checkbox"/> Accept Direction Well |

Family situation preferred (check all that you are comfortable with):

- Both parents working outside home.
- Single parent home.
- Parent at home (working or non-working).
- No solo overnights when parents are traveling.

I am willing and capable of assuming the following child care responsibilities:

- Planning, preparing, and cleaning up after children's meals.
- Packing children's lunch.
- Children's bath and dressing.
- Children's laundry
- Ironing children's clothes
- Straightening up children's bedroom and play area.
- Running child related errands as directed.
- Coordinating play group activities.
- Planning activities for children.

Briefly describe your personal approach to child care, including discipline and limit setting:

Please explain why you want to be a nanny:

How do you comfort children?

How would you handle a disagreement with an employer?

Are you someone who is able to communicate with an employer?

Why should a family hire you?

Job References:

Employer Name: _____

Employer Address: _____

Phone: _____ Dates Worked from: _____ to _____

Responsibilities: _____

Starting Salary: _____ Ending Salary: _____

Reason for Leaving: _____

Employer Name: _____

Employer Address: _____

Phone: _____ Dates Worked from: _____ to _____

Responsibilities: _____

Starting Salary: _____ Ending Salary: _____

Reason for Leaving: _____

Employer Name: _____

Employer Address: _____

Phone: _____ Dates Worked from: _____ to _____

Responsibilities: _____

Starting Salary: _____ Ending Salary: _____

Reason for Leaving: _____

I certify that all information I have provide is, to the best of my knowledge, accurate and true, and that I have not purposely omitted any information.

Applicant's Printed Full Name: _____

Applicant's Signature: _____ Date: _____

Disclosure of Information Agreement

This Disclosure of Information Agreement (Agreement) is made and entered into between Busy Parents of Dallas (Agency) and

_____(Applicant).

In consideration of Agency seeking employment for Applicant and of the mutual promises and agreements set forth in this Agreement, Applicant hereby authorizes a background check according to the following terms:

1. Applicant authorizes Agency to assist in securing employment. Applicant must agree that he/she will not work for Agency's client without prior written consent from the Agency. If Applicant is found in violation of this policy, Applicant will be expected to play a portion of the fee for liquidated damages assessed to the client who wishes to employ any services directly.

Disclosure of Information

2. Applicant understands that by signing this form, Applicant authorizes a check of references, previous employers, the release of all high school, college, or other educational records, driving records, credit checks, and criminal background checks.
3. Applicant further consents to the disclosure and of any and all information about Applicant contained in private and government files relative to this application for employment or relating to Applicant's present and former employment history. Applicant requests that all former employers and federal, state, and local government agencies to supply such information to Agency upon its request. Agency is also authorized to make any investigation of Applicant's personal history and financial and credit record through any investigative or credit agencies of its choice.
4. Applicant authorizes his or her former employers to furnish Agency with personal information requested by Agency.
5. Applicant authorizes Agency to supply any necessary records spelled out in this contract, and all information Agency learns investigating Applicant's personal history, to any prospective employer, government agency, or any other party.
6. Applicant agrees that Agency may reject this Application for any misstatement, omission, or for any other reason.
7. Complaints. Any complaints relating to the Agency should be directed to the Texas Department of Licensing and Regulation, P.O. Box 12157, Austin Texas 78711, phone 512-463-6599. The website can be found at www.license.state.tx.us.

Release

8. **Applicant hereby releases Agency, any former employers, any governmental agency, and any other party for negligence, omissions, damages, demands, causes of action, and all liability that may arise due to former employers, any governmental agency, and any other party providing all requested documents in this contract to the Agency. Applicant releases Agency from negligence, omissions, damages, demands, causes of action, and all liability that may arise due to the Agency obtaining, safeguarding, or providing any of the documents to any other party for whatever reason.**

Miscellaneous Terms

9. Governing Law and Venue. This Agreement shall be governed by, construed, and enforced in accordance with the laws of Texas. If any legal proceeding is brought to enforce the terms hereof, venue shall lie exclusively in Dallas County, Texas.
10. Severability. The provisions of this Agreement shall be deemed severable and the invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the other provisions hereof.
11. Attorney Fees. Should either party bring a legal or equitable proceeding to enforce or interpret the terms of this Agreement, the prevailing party shall recover its reasonable attorney's fees and costs.
12. Amendment. No modification of this Agreement shall be valid unless it is in writing and signed by both Agency and Applicant.
13. No Waiver. The failure of either party to this Agreement to insist upon performance of any of the terms and conditions of this Agreement, or the waiver or breach of any of the terms and conditions of this Agreement, shall not be construed as waiving any such terms and conditions, but the same shall construed and remain in full force and effect as if no such forbearance or waiver had occurred.
14. Headings. The titles to the paragraph of this Agreement are solely for the convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this Agreement.
15. Entire Agreement. This Agreement contains the entire understanding between Agency and Applicant. No prior agreements, either written or verbal, not contained herein shall be of any force or effect. All parties have read and understood the terms of this Agreement, and understand that disregard of these terms may result in termination of this Agreement. The signatures below represent that Agency and Applicant mutually agree to the terms of this Agreement.

Has Applicant ever been convicted of a crime? _____

If yes, please

describe: _____

NOTICE TO APPLICANT BEFORE SIGNING

This is a contract. Do not sign this contract before you read it. Applicant certifies that all statements made by Applicant on this Application are true and complete. Applicant agrees to the above terms and conditions

Applicant's Printed Full Name: _____

Applicant's Signature: _____ Date: _____

Busy Parents of Dallas:

By: _____

Signature Date: _____