



**Employment Application**

Thank you for your interest in joining the fun and fast-paced environment at Leo & Luca! We are seeking outgoing, energetic, friendly, hard-working, and passionate individuals to join our team.

Name (First, Middle, Last): \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Are you 16 years of age or older?  Yes  No

How did you hear about Leo & Luca? \_\_\_\_\_

Highest level of education completed: \_\_\_\_\_

Why do you want to work at Leo & Luca? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Do you have prior experience working with children?  Yes  No

If yes, explain your prior experience: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

What is your favorite activity to do with children? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

What days/times are you available (check all that apply)?

Mondays | Times Available: \_\_\_\_\_

Tuesdays | Times Available: \_\_\_\_\_

Wednesdays | Times Available: \_\_\_\_\_

Thursdays | Times Available: \_\_\_\_\_

Fridays | Times Available: \_\_\_\_\_

Saturdays | Times Available: \_\_\_\_\_

Sundays | Times Available: \_\_\_\_\_

Do you have a fingerprint card through the State of Arizona?  Yes  No

Have you ever received a CPR certification?  Yes  No

Do you have any first aid training?  Yes  No

For what job role(s) are you applying:

Assistant Manager: supervise child development specialists, babysitters, cafe attendants, and guest services employees to ensure the highest level of service is provided to Leo & Luca customers. Assist with coordinating events and birthday parties. Liaise with clients regarding bookings and birthday party planning. This is a full-time position (30 hours/week). Requirements include a passion for children/child development, a background in customer service, and a commitment to excellence.

Events Coordinator: Responsible for planning and executing monthly slate of events, including (1) coordinating external partnerships, (2) planning child development activities in line with monthly events, and (3) supervising setup, the event, and breakdown. This position is part-time and mostly remote. Requirements include a passion for child/family development/activities, excellent organizational skills, and strong communication skills.

**References**

Please provide up to 3 references.

**Reference #1**

Supervisor's Name: \_\_\_\_\_

Company: \_\_\_\_\_

Role: \_\_\_\_\_

Start/End Date: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

**Reference #2**

Supervisor's Name: \_\_\_\_\_

Company: \_\_\_\_\_

Role: \_\_\_\_\_

Start/End Date: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

**Reference #3**

Supervisor's Name: \_\_\_\_\_

Company: \_\_\_\_\_

Role: \_\_\_\_\_

Start/End Date: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

**Employment History (do not fill out if you attached a resume)**

Please list your employment history in order of your most recent employment.

Job Title: \_\_\_\_\_

Employer: \_\_\_\_\_

Start/End Date: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

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