



## Early Intervention Services

Tel: 917-848-1920 Fax: 516-804-6396

Email: Director@JoyAgencyForKids.com

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### Employment Application Form for Service Coordinator

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

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

Tel/Cell: \_\_\_\_\_ E-mail address: \_\_\_\_\_

NPI # (If applicable): \_\_\_\_\_ Expected Salary: \_\_\_\_\_

If prefers Fee for service-Rate expected: \$ \_\_\_\_\_ per unit of SC billable work

Education Background-Major & degree-Associates, Bachelor or Masters & year graduated or expect to graduate):

\_\_\_\_\_

Experience :( e.g.: # of caseload, language(s), type of cases- diagnosis, ACS, foster care etc).

\_\_\_\_\_

\_\_\_\_\_

Previous Employment: \_\_\_\_\_

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References: (Name, Email, Telephone) Reference(s) will be contacted within 48 hours of interview date.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

The position you are applying for requires travelling to agency's designated boroughs of Brooklyn, Queens, Manhattan, Staten Island and the Bronx. Which borough if any will you be limited? \_\_\_\_\_ reason(s) if any:

\_\_\_\_\_

In one of two sentences, why should the agency hire you for the position you are applying for:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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Other required documents:

1. Resume
2. Certificate of graduation
3. Service Coordination Certification
4. Other professional trainings – 10 hrs per year
5. Statewide Central Register Database Check for Joy Agency
6. Driver's or non- driver's ID
7. Social Security Card