

**CENTERVILLE SCHOOL DISTRICT #215
APPLICATION FOR EMPLOYMENT**

Date: _____

POSITION APPLYING FOR _____

NAME _____
 Last First Middle

Address _____
 Street City State Zip

Home Phone _____ Business/Message Phone _____

Email Address _____

Driver's License No. _____ State _____ Expiration Date _____

INTERESTED IN (check one or more)

Full-time _____ Part-time _____ Temporary _____

INSTRUCTIONS

1. Read and follow the instructions on the vacancy notice addressing specific requirements for applying.
2. It is your responsibility to have the application materials listed in the vacancy notice forwarded to the following address to establish a complete application.

**Centerville School District #215
2315 Centerville Hwy
Centerville, WA. 98613**

3. Only completed applications received by the specified deadline will be referred to our screening committee for consideration.
4. Applications are retained and considered active for six months following the last date of activity. Applications are reactivated at your request.
5. The Personnel Office will notify applicants selected for an interview.
6. Present or past employers (supervisors) will be contacted as part of our selection process.
7. The Personnel Office will make all communication regarding the status of this application.

AN EQUAL OPPORTUNITY EMPLOYER

ACADEMIC PREPARATION

Name of Institution	City and State	Dates Attended From To	Years Completed	Degrees And Date	Major & Minor
High School:					
College or University:					
Graduate Work:					

CERTIFICATES/LICENSES

List below teaching, ESA, administrative and special certificates held:

Type of Certificate	State	Level/Area	Date Issued	Expiration Date

REFERENCES

Please provide five (5) current references, including supervisors whom you have served under who can be contacted to provide references of your experience, knowledge and abilities for the position you have applied.

 Name Occupation/Company Address Home Phone Business Phone

1. _____
2. _____
3. _____
4. _____
5. _____

EMPLOYMENT RECORD
(Include military and volunteer services)

Date From To	Job Title	Employer Address, City, State	Supervisor's Name & Phone	Reason for Leaving

(Attach additional sheets, if necessary, using same format)

PERSONAL INFORMATION

Did you ever belong to a Washington State Retirement System? _____

If yes, name of Retirement System _____

Dates (from) _____ (to) _____

U.S. Citizen? _____ If not, are you an alien lawfully authorized to work in the United States? _____
 (Persons hired will be required to provide documents verifying identity and authorization to work within three business days of employment)

Do you have any physical, sensory or mental limitations, handicaps or health problems that could prevent you from successfully performing the job for which you are applying? _____ If yes, please explain: _____

Have you been discharged, nonrenewed (excluding RIF) or forced to resign for misconduct or unsatisfactory service from any position? _____ If yes, please explain: _____

Have you been convicted of any crime other than a minor traffic violation or released from prison within the past 7 years? _____ If yes, please explain on a separate sheet of paper. (A conviction record is not necessarily a disqualification for employment.)

APPLICANT DISCLOSURE

Pursuant to RCW 43.43.834(2), applicants for noncertificated positions who will or may have unsupervised access to children under sixteen years of age or developmentally disabled persons or vulnerable adults during the course of his or her employment or involvement with Centerville School, must complete this disclosure. Answer YES or NO to each listed item.

1. Have you ever been convicted of any crimes against children or other persons as defined in RCW 43.43.830(6), and listed as follows: aggravated murder; first or second degree murder; first or second degree kidnapping; first, second, or third degree assault; first, second, or third degree rape; first, second or third degree statutory rape; first or second degree robbery; first degree arson; first degree burglary; first or second degree manslaughter; first or second degree extortion; indecent liberties; incest; vehicular homicide; first degree promoting prostitution; communication with a minor; unlawful imprisonment; simple assault; sexual exploitation of minors; first or second degree criminal mistreatment; child abuse or neglect as defined in RCW 26.44.040; first or second degree custodial interference; malicious harassment; first, second, or third degree child molestation; first or second degree sexual misconduct with a minor; first or second degree rape of a child; patronizing a juvenile prostitute; child abandonment; promoting pornography; selling or distributing erotic material to a minor; custodial assault; violation of child abuse restraining order; child buying or selling; prostitution; or any of these crimes as they may be renamed in the future? _____
2. Have you ever been found in any dependency action under RCW 13.34.030 (2) (b) to have sexually assaulted or exploited any minor or to have physically abused any minor? _____
3. Have you ever been found by a court in a domestic relation proceeding under Title 26 RCW to have sexually abused or exploited any minor or to have physically abused any minor? _____
4. Have you ever been found in any disciplinary board final decision to have sexually abused or exploited any minor or to have physically abused any minor? _____
5. Have you ever been convicted of crimes relating to financial exploitation if the victim was a vulnerable adult?

If you answer yes to any of the questions, please attach a statement explaining circumstances, disposition and dates. A conviction does not automatically exclude you from consideration for employment.

All of the information I have provided in this application is true, correct and complete. I authorize Centerville School District #215 to inquire with former employers or references and obtain any and all information regarding my job-related background. I also authorize Centerville School to request the Washington State Patrol to make available a prospective employee's record for convictions of offenses against children or other persons, adjudication's of child abuse in a civil action, disciplinary board final decisions and any subsequent criminal charges associated with the conduct that is the subject of the disciplinary board's final decision. I release and waive Centerville School, my former employer and all references from any and all liability in obtaining or disclosing such information. I agree that if I have provided false or incomplete statements, the district may, at its sole discretion, without notice or due process procedures, terminate my employment.

Pursuant to RCW 9A.72.085, I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Applicant's Signature

Date and Place