



YOUNG SCHOOL DISTRICT #5

P. O. Box 390 - 46878 Highway 288
Young, Arizona 85554
Phone: (928)462-3244
Fax: (928)462-3283

APPLICATION FOR CLASSIFIED PERSONNEL

POSITION APPLYING FOR: _____

Date: _____ (This application will remain on file for one year from this date. It may be renewed by written request.)

Name: _____ Home Phone: _____

Address: _____ Mobil Phone: _____

Mailing Address: _____ E-Mail: _____

City, State, Zip: _____ SSN: _____

Were you ever employed under a different name? No Yes

If yes, explain: _____

If selected for this position, when would you be available to begin? _____

Availability: Full-time Days/Hours _____

Part-time Days/Hours _____

Are you a permanent resident of the U.S.? Yes No

Are you a U.S. citizen? Yes No

If the answer in "no", please specify visa/immigration status _____

Were you previously employed by Young Public School Dist. #5?: Yes No

Are you 18 years or older? Yes No

Have you been convicted of, or pled no contest or guilty to a felony or crime involving theft, dishonesty, violence, or sexual misconduct? Yes No If yes, explain on additional pages.

Do you have any physical or mental limitations which may impair your ability to perform in the position for which you are applying? Yes No

If the answer is "yes", explain: _____

Do you hold any of the following certifications?

- School Bus Driver's Certificate
- CDL License
- Paraprofessional Certificate
- Substitute Teaching Certificate
- Emergency Medical Certificate

Why do you think you are uniquely qualified for this position?

Employment Record: In the space below, give a complete statement of your work history beginning with the most recent. Put any additional data on an attached sheet. A resume may be attached, but be sure the information requested below is included.

Name, Address, Phone Number of Company	Dates of Employment	Job Title	Description of Duties	Reason for Leaving	Name of Supervisor	May We Contact? Y or N
	From: To:					
	From: To:					
	From: To:					
	From: To:					

Educational Background:

	Name and Address of High School and/or College	Course of Study	Years Completed	Did You Graduate Y or N	List Diploma Or Degree
College					
College or Vocational					
High School					

Personal References: (No former employers or relatives)

Name:	Address:	Phone:
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

PLEASE INCLUDE ANY OTHER DOCUMENTATION THAT SUPPORTS THE SPECIAL QUALIFICATIONS YOU FEEL YOU CAN BRING TO THIS POSITION.

AGREEMENT

I hereby apply for employment by Young Public School (YPS) and state that the information contained in this application is true to the best of my knowledge and belief. I understand and agree that any misrepresentation of false statement by me in connection with this application will constitute justifiable cause for YPS not to employ me or, if employed, to terminate my employment for cause.

I understand and agree that all information furnished in this application may be verified by YPS or its authorized representative. I hereby authorize all individuals and organizations named or referred to in this application and any law enforcement organization to give YPS all information relative to such verification and hereby release such individuals, organizations, and YPS from any and all liability for any claim or damage resulting therefrom.

I understand that, if I am employed by YPS, and as a condition of my continued employment by YPS, I may be required to furnish proof of age. In addition, in compliance with the Immigration Reform and Control Act of 1986, I will be required to furnish proof of my identity and eligibility to be employed in the U.S. All job offers extended are contingent upon the ability to verify such status. In addition, I will be required to execute a Loyal Oath to support the United States, the U.S. Constitution, and the laws of the State of Arizona, as required by ARS 38-231.

Signature

Date

YOUNG PUBLIC SCHOOL is an equal opportunity/affirmative action employer. All qualified applicants will be considered with regard to race, religion, color, sex, national origin, age, handicap, or status as a disabled or Vietnam Era veteran.

GCFC-E ©

EXHIBIT

**PROFESSIONAL STAFF CERTIFICATION
AND CREDENTIALING REQUIREMENTS**

Name (typed or printed)	Position
-------------------------	----------

I, _____, being duly sworn, do hereby certify that I have never been convicted of or admitted in open court or pursuant to a plea agreement committing, and am not now awaiting trial for committing, any of the following criminal offenses in the state of Arizona or similar offenses in any other jurisdiction, including a charge or conviction that has been vacated, set aside or expunged:

Sexual abuse of a minor Incest First- or second-degree murder Kidnapping Arson Sexual assault Sexual exploitation of a minor Felony offenses involving contributing to the delinquency of a minor Commercial sexual exploitation of a minor Felony offenses involving sale, distribution, or transportation of, offer to sell, transport, or distribute marijuana or dangerous or narcotic drugs Felony offenses involving the possession or use of marijuana, dangerous drugs or narcotic drugs	Misdemeanor offenses involving the possession or use of marijuana or dangerous drugs Burglary in the first degree Burglary in the second or third degree Aggravated or armed robbery Robbery A dangerous crime against children as defined in A.R.S. <u>13-705</u> Child abuse Sexual conduct with a minor Molestation of a child Manslaughter Assault or Aggravated assault Exploitation of minors involving drug offenses
--	--

Employee signature

Date signed

Subscribed, sworn to, and acknowledged before me by _____

_____, this _____ day of _____, 20____,

in _____ County, Arizona.

My Commission Expires

Notary Public

GCF-EA ©**EXHIBIT****PROFESSIONAL STAFF HIRING****CONSENT TO CONDUCT BACKGROUND
INVESTIGATION AND RELEASE**

I, _____ [applicant's name], have applied for employment with the Young Public School District No. 5 to work as a _____ [job title]. I understand that in order for the School District to determine my eligibility, qualifications, and suitability for employment, the School District will conduct a background investigation to determine if I am to be considered for an offer of employment. This investigation may include asking my current employer, any former employer, and any educational institution I have attended about my education, training, experience, qualifications, job performance, professional conduct, and evaluations, as well as confirming my dates of employment or enrollment, position(s) held, reason(s) for leaving employment, whether I could be rehired, reasons for not rehiring (if applicable), and similar information.

I hereby give my consent for any employer or educational institution to release any information requested in connection with this background investigation.

According to the Family Educational Rights and Privacy Act, I understand that I have a right to see most education records that are maintained by any educational institution.

In light of the preceding paragraph, I waive _____/do not waive _____ (initial only one [1]) my right to see any written reference or other information provided to the School District by any educational institution.

According to Arizona Revised Statutes Section 23-1361, any employer that provides a written communication to the School District regarding my current or past employment must send me a copy at my last known address. I acknowledge that some employers are unwilling to provide factual written references concerning a current or past employee unless they may do so confidentially, without revealing the references to the employee, and that the School District will not further consider my application if it cannot complete its background investigation.

In light of the preceding paragraph, I waive _____/do not waive _____ (initial only one [1]) my right to receive a copy of any written communication furnished to the School District by any employer.

Whether or not I have waived my right to see or to receive copies of written references furnished to the School District by employers or educational institutions, I release, hold harmless, and agree not to sue or file any claim of any kind against any current or former employer or educational institution, and any officer or employee of either, that in good faith furnishes written or oral references requested by this School District to complete its background investigation.

A photocopy or facsimile ("fax") copy of this form that shows my signature shall be as valid as an original.

DATED this _____ day of _____, 20__.

Witness

Applicant