

APPLICATION  
FOR EMPLOYMENT

UPPER LAKE UNIFIED SCHOOL DISTRICT  
675 CLOVER VALLEY ROAD  
UPPER LAKE, CA 95485

CLASSIFIED  
EMPLOYEES

TYPE OR PRINT ONLY:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

Is there any additional information relative to change of name, use of an assumed name, or nickname necessary to enable the district to check on your work and education record? If so, please state names used: \_\_\_\_\_

POSITION APPLIED FOR: \_\_\_\_\_

EMPLOYMENT RECORD (List LAST Position First)

<u>From</u> <u>Mo/Yr</u>	<u>To</u> <u>Mo/Yr</u>	<u>Occupation and Description</u> <u>of the Duties Performed</u>	<u>Salary</u> <u>Received</u>	<u>Employer's Full</u> <u>Name and Address</u>	<u>Reasons for</u> <u>Leaving</u>

Do you have any skills which make you especially qualified for the position for which you are applying?  
\_\_\_\_\_

EDUCATION:

Please circle the last grade completed:    8       9       10       11       12       13       14       15       16       17       18

Further education which would qualify you to perform the job for which you are applying:

<u>Name and Address of School</u>	<u>Course or</u> <u>Major</u>	<u>Hours or Units</u> <u>Completed</u>	<u>Did you</u> <u>Graduate?</u>	<u>Degree</u> <u>Received</u>	<u>Date of</u> <u>Completion</u>
High School _____					
Junior College _____					
College or University _____					
Business, Correspondence, Trade or Graduate School _____					

Have you ever been convicted of anything other than a minor traffic violation? Yes \_\_\_\_\_ No \_\_\_\_\_

If "yes," please give date of offense and outcome \_\_\_\_\_

(PLEASE COMPLETE OTHER SIDE)

Have you ever been involuntarily terminated or asked to resign from another position? Yes \_\_\_\_\_ No \_\_\_\_\_

If "yes," please give the name of the employer and the date and the reason for the termination or request:

\_\_\_\_\_

Do you have any physical condition which might limit your ability to perform the job for which you are applying?

\_\_\_\_\_

If so, what can be done to accommodate your limitations? \_\_\_\_\_

\_\_\_\_\_

Can you, after employment, submit verification of your legal right to work in the United States? \_\_\_\_\_

**PROFICIENCY CERTIFICATES HELD:**

Certificate: \_\_\_\_\_ Issuing Agency: \_\_\_\_\_

Certificate: \_\_\_\_\_ Issuing Agency: \_\_\_\_\_

List any language, other than English, you can speak: \_\_\_\_\_

List any other information you feel is pertinent to this application: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**AGREEMENT**

I hereby certify that the above information is, to the best of my knowledge, true, accurate, and complete. Any misrepresentations or willful omissions of fact shall be sufficient cause for disqualification of this application or termination of employment. Furthermore it is understood that this application and records become the property of the district which reserves the right to accept or reject it. I further agree to observe all rules, regulations, and policies of the district now in force and effect or as they may change during my employment, if I am employed by the district.

I hereby authorize the district to conduct work history, personal reference or background record inquiries to determine my acceptability for employment. I understand that employment is subject to a loyalty oath, a negative tuberculin skin test or x-ray, and fingerprinting.

\_\_\_\_\_  
Applicant Signature

Complaints regarding discrimination should be filed with the Superintendent at the address below:

UPPER LAKE UNIFIED SCHOOL DISTRICT  
675 CLOVER VALLEY ROAD  
UPPER LAKE, CA 95485  
(707) 275-2338

*(AN EQUAL OPPORTUNITY EMPLOYER)*