

NORTH SANPETE SCHOOL DISTRICT

220 East 700 South
Mt. Pleasant, Utah 84647
Phone (435) 462-2485
FAX (435) 462-2480

Application for Employment
- NON CERTIFIED -

Position: _____

Date Application Made: _____

Applications are Maintained on File for One Year

PERSONAL INFORMATION:

Name: _____

Date: _____

Social Security Number: _____

Home Phone: _____

Address: _____

Work Phone: _____

Street

City

State

Zip

Mailing Address: _____

Street

City

State

Zip

Position or Positions you are applying for: _____

TRAINING AND EXPERIENCE:

You must complete all applicable items in this section, or your application will be rejected. The information you give regarding your training and experience will be used to determine if you meet the minimum qualifications, and part or all of your examination may be based on the information you provide.

When you are claiming college, vocational, or other specified training, you must provide transcripts or other official documents (original or photocopy) with this application.

1. Have you graduated from regular high school, adult high school, or received an equivalency certificate (G.E.D.) Yes No

If no, circle the highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12

2. College – Undergraduate Work:

College or University	Dates	Major	Minor	Degree

3. College – Postgraduate Work:

College or University	Dates	Degree

4. Certificates of Specialized Training Documentation:

Employer: _____ Telephone: _____

Address: _____
Street City State Zip

Your Position/Title: _____

Supervisor: _____ Telephone: _____

Periods of Employment: From _____ To _____ Salary: _____

Duties/Accomplishments:

Reason for Leaving:

Employer: _____ Telephone: _____

Address: _____
Street City State Zip

Your Position/Title: _____

Supervisor: _____ Telephone: _____

Periods of Employment: From _____ To _____ Salary: _____

Duties/Accomplishments:

Reason for Leaving:

BACKGROUND INFORMATION: (Circle that which applies)

- 1. Have you ever been convicted of a violation of law other than a minor traffic violation? YES NO
- 2. Have you ever pled guilty and had your guilty plea held in abeyance in a criminal proceeding? YES NO
- 3. Have you ever been placed on probation in conjunction with a criminal charge or conviction? YES NO
- 4. Are any criminal charges or proceedings pending against you? YES NO

If you have answered YES to any of the above questions, provide a letter of explanation.

- 5. Are you willing to accept part-time or temporary employment? YES NO
- 6. Have you ever worked for a school district in the state of Utah? YES NO

If YES, where?

- 7. Do you have any relatives currently employed by this school district? YES NO

If YES, who and where?

- 8. Are you a United States citizen? YES NO

If NO, do you have an INS authorization to work in the United States (I-9 Status)? YES NO

AGREEMENT:

“I understand that any false statements, omissions, or misrepresentations in the application or interview process may result in the termination or the hiring process; the termination of employment, if provided; or the termination or restriction of benefits, should a false statement, omission, or misrepresentation be later discovered.”

“I understand that prior to being offered employment with North Sanpete School District I may be requested to take an employment examination and/or be personally interviewed. In the event I have a disability which will affect my ability to take the test and/or my ability to effectively present myself at an interview, I understand that it is my responsibility to inform the North Sanpete School District so that a reasonable accommodation can be made. Accommodations may include accessible sites, modified conditions, and accessible testing formats. North Sanpete School District reserves the right to require medical documentation concerning the need for accommodation.”

“I understand that, as required by Utah Statute, I will be required to undergo an investigation of my background, including a criminal background check. I further understand that I may be required to pay for this investigation. In conjunction with this investigation, I authorize the release of information in connection with this application by former employers and supervisors. I agree to indemnify and hold harmless former employers and supervisors for any action in conjunction with their release of information with regard to these inquiries.”

(Signature)

(Date)