

Hickman Elementary School District

13306 Fourth Street

Hickman, CA 95323

(209) 874-5742

(209) 874-9023 (fax)

APPLICATION FOR EMPLOYMENT

Please answer all question completely. Failure to do so may result in disqualification of your application.

Please Print or Type

Date: _____

Name _____

Address _____

Permanent Address if different from present address _____

Business Telephone _____ Home Telephone _____

Employment Desired _____

Position applied for _____

Salary expectation _____

Are you applying for? Regular full-time work? Yes _____ No _____

Regular part-time work? Yes _____ No _____

Temporary work (summer) Yes _____ No _____

What days and hours are you available for work? _____

If applying for temporary work, please state period of availability _____

If hired, on what date can you start work _____

Have you ever applied to or worked for the Hickman School District before? _____

If yes, when? _____

Do you have any friends or relatives working for the Hickman School District? _____

If yes, state name(s) and relationship _____

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to work and live in the U.S.A.? _____

Are you able to perform the essential functions of the job for which you are applying?

_____ If no, please describe the functions that cannot be performed _____

What accommodations will assist you in performing the essential functions of the position applied for? _____

(NOTE: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicant/employees to perform essential functions).

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)?

_____ (Convictions for marijuana-related offenses that are more than two years old

need not be listed). If yes, state nature of the crime(s), when and where convicted and

disposition of the case _____

(NOTE: Applicants will not necessarily be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered).

Are you currently employed? Yes _____ No _____

If so, may we contact your current employer? Yes _____ No _____

EDUCATION, TRAINING & EXPERIENCE

Schooling	Name of School	Years Attended		Circle Years Completed	List Degree or Diploma
		From	To		
Elementary				1 2 3 4 5 6 7 8	
High School				9 10 11 12	
College				1 2 3 4	
Other (indicate)					

Do you speak, write or understand any foreign languages? _____

Do you have any other experience, training, qualification or skills which you feel make you especially suited for work at Hickman School? _____

Do you possess any of the following licenses?

- Valid California Driver's License (number) _____
- Valid California LVN or RN License (number) _____

Has your license/certification ever been revoked or suspended? _____

If yes, state reason(s), date of revocation or suspension and date of reinstatement _____

MILITARY SERVICE

Have you obtained any special skills or abilities as the result of service in the military?

_____ If so, describe _____

LIST BELOW ALL RECENT AND PAST EMPLOYMENT, BEGINNING WITH YOUR MOST RECENT.

Name & Address of Company	Telephone Number	From	To

Were you ever discharged or forced to resign from any previous position(s)? _____

If yes, please explain _____

Which of the following, if any, can you operate or perform?

- Typewriter _____ Words per minute _____
- Shorthand _____ Words per minute _____
- Adding Machine _____ Calculator _____

REFERENCES

List below three persons not related to you who have knowledge of your work performance within the last three years.

Name _____ Phone Number (____) _____

Address _____
Street (or P.O. Box) City State ZIP

Occupation _____

Name _____ Phone Number (____) _____

Address _____
Street (or P.O. Box) City State ZIP

Occupation _____

Name _____ Phone Number (____) _____

Address _____
Street (or P.O. Box) City State ZIP

Occupation _____

I certify that the facts set forth above in my application for employment are true and complete. I understand that if employed, false statements on this application will result in my immediate dismissal.

Signature

Date