

BANDON SCHOOL DISTRICT #54 455 9th Street SW Bandon, OR 97411

Tel: 541-347-4411 Fax: 541-347-3974

An Equal Opportunity Employer

Procedures

- 1. Please furnish all of the information requested on this form.
- 2. Please submit a current resumé with your application.
- 3. A personal interview is required before an applicant is selected for a position.
- 4. Assignment is made by the Superintendent (or designee) and may be subject to change.
- 5. Previous Oregon State Employees must clarify their status with the Public Employees Retirement System.
- 6. If you prefer that we keep your application in our active file, please come in within the year and have it renewed.

NOTE: Please fill out form completely, even if resumé is attached.

NAI	ИЕ:	Middle		DATE:	
	First	Middle	Last		
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	Mailing Address/	PO Box Number		Apt/Suite	
	Physical Address				
	City	Sta	te	Zip Code	
	- 	Sta	PHO	Zip Code	
	- 		PHO	NE:	
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EMPLOYMENT ELIGIBILITY

ARE YOU A U.S. CITIZEN?
VES NO*

*IF NO, ARE YOU ALLOWED TO WORK IN THE U.S.?
VES NO

HAVE YOU EVER WORKED FOR THIS EMPLOYER?
VES*
NO

*IF YES, WRITE THE START AND END DATES: _____

HAVE YOU EVER BEEN CONVICTED OF A FELONY?
VES*
NO

*IF YES, PLEASE EXPLAIN: _____

EDUCATION

Name of School and Location Indicate High School, College, Graduate Work and Summer School in Order Taken	Date	Time Spent	Term Hours Credit	Degree or Diploma	Major Subject and term Hours Credit	Minor Subject and term Hours Credit

PREVIOUS EMPLOYMENT

Dates From	s To	Name and Address of Previous Employer	Occupation	Name and Phone # of Supervisor

WORK REFERENCES (PROFESSIONAL ONLY)

Name	Official Position	Address	Phone #

PERSONAL REFERENCES

Name	Official Position	Address	Phone #

MILITARY SERVICE

Qualifying veterans and disabled veterans may obtain preference by submitting as verification of eligibility a copy of the Certificate of Release or Discharge from Active Duty (DD Form 214 or 215) or a letter from the US Dept. of Veteran's Affairs indicating receipt of a non-service connected pension to your application. Disabled Veterans must also submit a copy of their Veteran's disability preference letter from the Dept. of Veteran Affairs, unless the information is included in the DD Form 214/215.

FINGERPRINTING/BACKGROUND CHECK

Oregon Department of Education requires fingerprint background checks for newly hired non-certified school district employees as authorized in ORS 326.603.

ADDITIONAL INFORMATION

- Reasonable accommodations for the application and interview process will be provided upon request and as required in accordance with the Americans with Disabilities Act of 1990.
- Oregon school districts are equal opportunity employers and comply with all applicable state and federal statutes and regulations in employment and school district programs.
- Oregon school districts are committed to maintaining drug-free workplaces and comply strictly with all applicable state and federal statutes and regulations in employment and school district programs.

Do you authorize us to make a confidential inquiry regarding your character and qualifications

- □ to your present employer?
- \Box to your former employer(s)?
- □ to your other references?

I, the Applicant, certify that my answers are true and honest to the best of my knowledge. If this application leads to my eventual employment, I understand that any false or misleading information in my application or interview may result in my employment being terminated.

SIGNATURE DATE

PRINT NAME

VOLUNTARY INFORMATION

This information is voluntary and is collected only for Equal Employment Opportunity reporting purposes. This form will be physically separated from your other application materials and will not affect the application process in any manner. Should you prefer not to provide this information, there will be no effect on your application.

Gender

- □ Female
- Male

Date of Birth

Race or Cultural Group

- □ American Indian/Alaskan Native
- □ Asian/Pacific Islander
- White
- Black
- □ Hispanic
- Other _____