

District Use Only

Application Received ___/___/___ High School Diploma/GED _____ Eligibility Verification: Social Security Card _____ Driver's License _____
I.M.S. Card _____ Passport _____ Birth Certificate _____ Other _____ Two forms of identification must be supplied

**Santa Cruz Valley Union High School
900 North Main Street
Eloy, AZ 85131-2099
(520) 466-2220 Fax (520) 466-2222**

Classified Application for Employment

Name _____ Date: _____
Last First Middle

Address _____
Number Street City State Zip

Current Telephone (_____) _____ Alternate Telephone (_____) _____

Email Address _____

Application Date _____ Application for Full Time _____ Part Time _____ Substitute _____

I hereby apply and AM QUALIFIED for the following position(s): Your application will be filed according to your first choice.

First Choice _____

Second Choice _____

Education:

High School or College/ University	Year Graduated	Location	Course of Study	Diploma/ Degree

Name _____ Date: _____

Job Experience (Most Recent First):

Place of Employment	Dates	Duties	Supervisor/Telephone Number
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

Skills & Certification:

Please list below any special skills or certification you possess which would increase your employability.

Skills/Certificate Obtained

Does the job which you are applying require a special license or certificate? ___ No ___ Yes. If yes, do you now have this license or certificate? Please attach a copy.

References:

Name	Position/Title	Address/Telephone Number
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check If Statements Are True:

- ___ 1. I am not awaiting trial on and have never been convicted/admitted committing any of the criminal offenses in question 2, below.
- ___ 2. I am awaiting trial on or have been convicted or admitted committing the criminal offenses in this state or similar offenses in another jurisdiction which are checked blow.
 - ___ a. Sexual Abuse of a Minor
 - ___ b. Incest
 - ___ c. First or Second Degree Murder
 - ___ d. Kidnapping
 - ___ e. Arson
 - ___ f. Sexual Assault
 - ___ g. Sexual Exploitation of a minor

Name _____ Date: _____

- _____ h. Contributing to the Delinquency of a Minor
- _____ i. Commercial Sexual Exploitation of a Minor
- _____ j. Felony Offenses Involving Distribution of Marijuana or Dangerous Narcotic Drugs
- _____ k. Burglary
- _____ l. Robbery
- _____ m. A dangerous crime against children as defined in ARS 13-604.01, including the following crimes against a minor under 15 years of age.
 - 1. Aggravated assault resulting in serious physical injury or committed by the use of a deadly weapon;
 - 2. Taking a child for the purpose of prostitution as defined in ARS 13-3206;
 - 3. Child prostitution as defined in ARS 13-3202, or;
 - 4. Involving or using minors in drug offenses.
- _____ n. Child Abuse
- _____ o. Sexual Conduct with a Minor
- _____ p. Molestation of a Child

Statement of Compliance with the Military Selective Act

- _____ I certify that I registered with Selective Service.
- _____ I certify that I am not required to be registered with Selective Service because:
 - _____ I am a female.
 - _____ I am in the Armed Services on active duty. (Members of the Reserves & National Guard are not considered on active duty.)
 - _____ I have not reached my 18th birthday.
 - _____ I have passed my 26th birthday.
 - _____ I am a permanent resident of the Trust Territory of the Pacific Islands or the Northern Mariana Islands.

“Yes” answers to the following four questions will not necessarily result in denial of employment. The District will consider all the circumstances, including the date and nature of events which led to the actions described below. Your written explanation will assist the District in determining your eligibility and suitability for employment. Attach additional sheets if necessary.

1. Have you ever been convicted of, admitted committing, or are you awaiting trial for any crime (excluding only minor traffic violations not involving any allegation of drug or alcohol impairment)? You must answer “yes” even if the matter was later dismissed, deferred, vacated, or expunged. If you answer “yes”, you must provide dates of the proceedings, the court where the proceedings occurred, a statement of the accusation against you and the final disposition of the case (s). _____yes _____no
2. Have you ever been dismissed (fired) from any job, or resigned at the request of your employer, or while charges against you or an investigation of your behavior was pending? You must answer “yes” even if the matter was later resolved with any form of settlement or severance agreement, regardless of its terms. If you answer “yes” you must provide the date of termination of employment, the name, address and telephone number of the employer(s) and a statement of the alleged reasons for termination. _____yes _____no
3. Have you ever had any license or certificate of any kind revoked or suspended, or have you in any way been sanctioned by, or is any charge now pending against you before any licensing, certification or other regulatory agency or body, public or private? If you answer “yes” you must provide the dates of proceedings, name, address,

Name _____ Date: _____

and telephone number of the agency or body where proceedings took place, a statement of the accusations against you and the final decision. ____yes ____no

4. Are you now being investigated for any alleged misconduct or other alleged grounds for discipline by any licensing, certification or other regulatory body (teacher certification or otherwise) or by your current or any previous employer? If you answer "yes" you must provide the name, address and telephone number of the employer or licensing body and a statement of the accusations against you. ____yes ____no

Consent to Conduct Background Investigation and Release

I, _____ (applicant's name), have applied for employment with Santa Cruz Valley Union High School District #840 to work as a _____ (job title). I understand that in order for Santa Cruz to determine my eligibility, qualifications, and suitability for employment, it will conduct a background investigation if I am considered for an offer of employment. This investigation may include asking my current and any former employer and 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. By signing the last page of this employment application, 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 educational records that are maintained by any education institution. I waive _____ do not waive _____ (initial only one) my right to see any written reference or other information provided to Santa Cruz by any educational institution.

According to Arizona Revised Statutes Section 23-1361, any employer that provides a written communication to Santa Cruz 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 Santa Cruz will not further consider my application if it cannot complete its background investigation. I waive _____ do not waive _____ (initial only one) my right to receive a copy of any written communication furnished to Santa Cruz by any employer.

Whether or not I have waived my right to see or to receive copies of written references furnished to Santa Cruz 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 Santa Cruz to complete its background investigation.

A photocopy or facsimile (fax) copy of this form that shows my initials shall be as valid as an original: _____

Acknowledge of Applicant

Read this paragraph before signing this application.

Every answer I have provided on this application is both complete and truthful. I understand and agree that (1) if any information is omitted from or not filled in on this application, or if any false information is furnished, Santa Cruz will reject my application, (2) if any false information is furnished, I will be ineligible for any future consideration for employment and may be subject to criminal prosecution, and (3) if I am employed by Santa Cruz, I may be dismissed from employment, criminally prosecuted, and if certified, my certificate may be revoked, if it is later determined that I have furnished false information on this application.

Signature of Applicant