



COLUMBIA BOROUGH SCHOOL DISTRICT

200 North Fifth Street, Columbia, PA 17512

Phone: 717-684-2283 • Fax: 717-681-2617

Employment Application

Applicant Information

Full Name: Date:
Last First M.I.

Address:
Street Address Apartment/Unit #

City State ZIP Code

Phone: Email

Date Available: Desired Salary:

Position Applied for:

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for Columbia Borough School District? YES NO If yes, when?

Education

High School: Address:
From: To: Did you graduate? YES NO

Trade or Business School: Address:
From: To: Did you graduate? YES NO Degree:

College: Address:
From: To: Did you graduate? YES NO Degree:

Other: Address:
From: To: Did you graduate? YES NO Degree:

References

Please list three professional references.

Full Name: Relationship:
Company: Phone:
Address:

Full Name: Relationship:
Company: Phone:
Address:

Full Name: Relationship:
Company: Phone:
Address:

Previous Employment

Company: Phone:
Address: Supervisor:

Job Title: Starting Salary: Ending Salary:

Responsibilities:

From: To: Reason for Leaving:

May we contact your previous supervisor for a reference? YES NO

Company: Phone:
Address: Supervisor:

Job Title: Starting Salary: Ending Salary:

Responsibilities:

From: To: Reason for Leaving:

May we contact your previous supervisor for a reference? YES NO

Company: Phone:
Address: Supervisor:

Job Title: Starting Salary: Ending Salary:

Responsibilities:

From: To: Reason for Leaving:

May we contact your previous supervisor for a reference? YES NO

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: Date:

By typing your name above, you are agreeing that this is your signature and all information stated above is true to the best of your knowledge.

“An Equal Opportunity Employer”

Columbia Borough School District is an Equal Opportunity Employer. The District’s personnel policy is aimed at insuring equal treatment to all individuals with regard to employment, rates of pay and all other terms and conditions of employment regardless of race, religion, color, national origin, sex, age, disability, handicap or because a person is a disabled veteran or veteran of the Vietnam War era. This policy of nondiscrimination extends to any protected classifications. Inquiries should be directed to the Superintendent, Section 504 and Title IX Coordinator, ADA Coordinator, Columbia Borough School District, 200 N Fifth Street, Columbia, PA 17512
Please let us know if you require accommodation of a disability to participate in the application process.

If you have any questions please email Human Resources at hr@columbiabsd.org.