



Prairie City School District

P.O. Box 345 • 740 Overholt Street • Prairie City, Oregon 97869 • (541)

820-3314

Application for Employment

Prairie City School District No. 4 is an equal opportunity employer. Our school district does not discriminate on the basis of age, race, religion, color, gender, national origin, marital status, physical or mental disability.

Please complete all portions of the application. Incomplete applications will not be accepted.

This application is considered current for one year from the date of application only

Please print or type:

Date: _____

Position for which you are making application: _____

Name: _____

Address: _____ Phone: _____

Social Security Number: _____

EDUCATION:

<u>SCHOOL</u>	<u>ADDRESS</u>	<u>#OF YEARS</u>	<u>DEGREE/DIPLOMA</u>
HIGH			
COLLEGE			

BOARD OF DIRECTORS

Chairperson Lindsay Rausch • Nancy Hitz • Doug Emmel • Margie Walton • Ryan Williams • Chris Camarena • Jamie McKay
We are an equal opportunity employer and provider.

OTHER

EMPLOYMENT HISTORY (Please list most recent position first)

Position: _____ Dates: from _____ to _____
Employer Name: _____ Phone: _____
Address: _____ Salary: _____
Reason for Leaving: _____

Position: _____ Dates: from _____ to _____
Employer Name: _____ Phone: _____
Address: _____ Salary: _____
Reason for Leaving: _____

Position: _____ Dates: from _____ to _____
Employer Name: _____ Phone: _____
Address: _____ Salary: _____
Reason for Leaving: _____

Position: _____ Dates: from _____ to _____
Employer Name: _____ Phone: _____
Address: _____ Salary: _____
Reason for Leaving: _____

Position: _____ Dates: from _____ to _____
Employer Name: _____ Phone: _____
Address: _____ Salary: _____
Reason for Leaving: _____

LIST ANY SPECIFIC KNOWLEDGE, SKILLS AND/OR PERSONAL QUALITIES YOU POSSESS WHICH YOU FEEL ARE RELEVANT TO THE POSITION.

BOARD OF DIRECTORS

Chairperson Lindsay Rausch • Nancy Hitz • Doug Emmel • Margie Walton • Ryan Williams • Chris Camarena • Jamie McKay
We are an equal opportunity employer and provider.

REFERENCES:

NAME	ADDRESS & PHONE	YOUR RELATIONSHIP/ ASSOCIATION TO THIS INDIVIDUAL
------	-----------------	--

A.

B.

C.

D.

FOR COACHING/BUS DRIVERS: Mini Bus Certified required for many coaches

Driver's license number: _____ Expiration date: _____

Do you have a CDL? Yes No

State in which issued: _____ Restrictions, if any: _____

Have you had a vehicle accident of any type within the last five years? Yes No

If yes, give dates and circumstances: _____

Has your driver's license ever been revoked Yes No If yes, when? _____

Where? _____ Why? _____

Are you NFHS Certified (www.osaa.org) ? Yes No

DISCLAIMERS:

A. I understand that consideration for employment is contingent on the results of a reference/background check, and the screening/interview process which may include pre-employment testing. I authorize Prairie City School District No. 4 to investigate the truthfulness of all statements made on this application and to contact my former employers, other listed references or any other persons who can verify information.

BOARD OF DIRECTORS

Chairperson Lindsay Rausch • Nancy Hitz • Doug Emmel • Margie Walton • Ryan Williams • Chris Camarena • Jamie McKay
We are an equal opportunity employer and provider.

Signature: _____ **Date:** _____

B. I certify that the information contained in this application is correct to the best of my knowledge, and I understand that falsifications and/or omissions in any detail are grounds for disqualification from employment consideration; or if hired, for dismissal from employment. I further understand that if hired, my employment will be on a probationary status for 180 days (except for extra duty positions). I further understand that no recruiter or interviewer or other representative of Prairie City School District other than the Superintendent and the Board of Directors has any authority to enter into an agreement for employment for any specified period of time.

Signature: _____ **Date:** _____

QUESTIONS	Answer Yes or No
1. Are you a U.S. citizen or otherwise legally authorized to work in the U.S.?	
2. Is your physical/mental health condition such that you can fulfill the essential job functions of the classified/extra-curricular work for which you are applying (either with or without reasonable accommodations)?	
3. Have you ever left any educational or school-related employment, voluntarily or involuntarily, while the subject of an inquiry, review or investigation of alleged misconduct or alleged violation of professional standards of conduct or when you had reason to believe such investigation was imminent?	
4. Are you currently the subject of an inquiry, review or investigation for alleged misconduct or alleged violation of professional standard of conduct?	
5. Have you ever failed to complete a contract for educational services in any educational or school-related position, or for any alleged misconduct or alleged violation of professional standards of conduct?	
6. Have you ever had a professional certificate, credential or license (of any kind) revoked or suspended or have you been placed on probationary status for any alleged misconduct or alleged violation of professional standards of conduct?	
7. Have you ever been denied a professional license for which you applied or granted a professional license on a conditional or probationary basis for any alleged misconduct or alleged violation of professional standards of conduct?	
8. Have you ever surrendered a professional license of any kind before its expiration?	
9. Have you ever been disciplined by any public agency responsible for licensure of any kind, including but not limited to educational licensure?	
10. Have you ever been convicted or been granted conditional discharge by any court for: (a) any felony, (b) misdemeanor, or (c) any major traffic violation, such as; driving under the influence of intoxicants or drugs; reckless driving; fleeing from or attempting to elude a police officer; driving while your license was suspended, revoked or used in violation of any license restriction; or failure to perform the duties of a driver or witness at an accident?	
11. Have you ever been arrested or cited for any offense listed in the question above which is still pending in court?	
12. Have you ever entered a plea of guilty of No Contest relative to any charge for an offense listed in the question two above?	

BOARD OF DIRECTORS

<p>13. Have you ever had any civil judgment or other court order entered against you resulting from abuse, assault, battery, harassment, intimidation, neglect, stalking or other threatening behavior toward other persons?</p>	
<p>14. I authorize my listed references, current and past employers and educational institutions, and anyone else who has information about my work history, education qualification, or fitness to provide such information to the school district for which I completed and employment application. I release the school district and all persons providing this information to the school district, from any liability whatsoever for obtaining and providing that information, regardless of the results. Please indicate you have read and agree to these terms by placing both your INITIALS and DATE in the text box.</p>	
<p>15. Have you EVER been the subject of a substantiated report of child abuse or sexual conduct (involving a K-12 student or minor child)? If yes, please explain.</p>	
<p>16. Are you currently the subject of an ongoing investigation related to a report of suspected child abuse or sexual conduct (involving a K-12 student or minor child)? If yes, please explain.</p>	
<p>17. Have you listed ALL current and former employees who are education providers in the experience section of this application?</p>	
<p>18. If you answered yes to any question (3-18), please explain why in detail on separate sheet of paper.</p>	

BOARD OF DIRECTORS

Chairperson Lindsay Rausch • Nancy Hitz • Doug Emmel • Margie Walton • Ryan Williams • Chris Camarena • Jamie McKay
We are an equal opportunity employer and provider.

Prairie City School District
P.O. Box 345 • 740 Overholt Street
Prairie City, Oregon 97869 • (541) 820-3314

Disclosure Release : District Submits This Form to Previous Employers that are Education Providers

To:

Education Provider
Personnel Department
Street Address
City, State, Zip

The applicant named below is under consideration for employment in our district. This individual has previously been employed with your organization. As a former employer, we request you provide the information requested on this form within 20 business days pursuant to ORS 339.374.

Applicant Name (First, Middle, Last)	
Dates of Employment	<input type="checkbox"/> No Record of Employment
Positions Held	

I authorize you to release to the district listed below, all information related to any substantiated reports of child abuse, sexual conduct or crimes listed in ORS 342.143. I release the above employer and employees acting on behalf of the employer from any liability for providing information described in this document.

Applicant Signature

Date

This section to be completed by previous employer only.	
The employee <input type="checkbox"/> was <input type="checkbox"/> was not the subject of a substantiated report of child abuse or sexual conduct related to the applicant's employment with the education provider.	
<ul style="list-style-type: none"> Dates of any substantiated reports: _____ Please attach the definitions of child abuse and sexual conduct used by the District when the education provider determined that any reports were substantiated and the standards used by the District to determine whether any reports were substantiated. If the employee was convicted of a crime listed in ORS 342.143, please send the employee's disciplinary records as required by ORS 339.388 (7). 	
_____ Former Employer Representative Signature	_____ Date
_____ Printed Name	_____ Job Title

Return completed information to above address.

BOARD OF DIRECTORS

Chairperson Lindsay Rausch • Nancy Hitz • Doug Emmel • Margie Walton • Ryan Williams • Chris Camarena • Jamie McKay
We are an equal opportunity employer and provider.