

**MASCOMA VALLEY REGIONAL SCHOOL DISTRICT
EMPLOYMENT APPLICATION (Paraeducator, Custodian, Substitute, Coach)**

(Please Type or Print)

POSITION(S) DESIRED: _____

Name: _____
Last First Middle

Present Address: _____
Street Telephone

City State Zip

Permanent Address: _____
Street Telephone

City State Zip

E-Mail Address (if available): _____

List, in order of preference, the grades, subjects and/or positions for which you are applying:
 1. _____ 2. _____ 3. _____

Date available for employment: _____

EDUCATIONAL BACKGROUND (Attach additional pages if necessary)

	School or Institution and Location	Major/Minor	Diplomas, Degrees or Credits Earned	Grade Point Average (GPA)
High School				
College/University				

Dates (M/D/Y) From _____	Name of Employer and Address _____ _____ Phone Number _____	Your Title: _____ Reason for Leaving _____
TO _____	Work Performed _____ _____ _____	
Name and Title of Supervisor:		Final Pay Rate:

Dates (M/D/Y) From _____	Name of Employer and Address _____ _____ Phone Number _____	Your Title: _____ Reason for Leaving _____
TO _____	Work Performed _____ _____ _____	
Name and Title of Supervisor:		Final Pay Rate:

Dates (M/D/Y) From _____	Name of Employer and Address _____ _____ Phone Number _____	Your Title: _____ Reason for Leaving _____
TO _____	Work Performed _____ _____ _____ _____	
Name and Title of Supervisor:		Final Pay Rate:

Dates (M/D/Y) From _____	Name of Employer and Address _____ _____ Phone Number _____	Your Title: _____ Reason for Leaving _____
TO _____	Work Performed _____ _____ _____ _____	
Name and Title of Supervisor:		Final Pay Rate:

PLEASE LIST THREE JOB REFERENCES WITH CONTACT INFORMATION BELOW:

Name	Position/Relationship to Applicant	Phone #	Email Address
_____	_____	_____	_____
_____	_____	_____	_____

OTHER QUALIFICATIONS:

Summarize special job-related skills and qualifications acquired from employment or other experiences (including U. S. military service) and/or state any additional information you feel may be helpful in considering your application, i. e. honors, awards, activities, technology skills or professional development activities. Please list activities that you are qualified to supervise or coach.

GENERAL BACKGROUND INFORMATION:

You must give complete answers to all questions. If you answer "Yes" to any question, you must list **all** offenses, and for each conviction provide date of conviction and disposition, regardless of the date or location of occurrence. Conviction of a crime is **not** a bar to employment in all cases. Each case is considered on its merits. Your answers will be verified with appropriate police records.

Crime includes all felonies and misdemeanors. Conviction includes adjudications of guilt, pleas of "novo contendre" (no contest), and determinations before courts, juries, judges or magistrates which resulted in fines, incarceration, or other sentences or probation.

You may omit: minor traffic violations and offenses committed before your 18th birthday which were adjudicated in juvenile court under a juvenile delinquency law.

- Have you ever been arrested for or convicted of a crime that has not been annulled by a court? Yes No
- Have you ever been fired, dismissed or non-renewed from any job for any reason? Yes No
- Have you quit a job after being notified that you would be fired, dismissed or non-renewed, or after being notified that you would be recommended for firing, dismissal or non-renewal? Yes No
- Have you ever been professionally disciplined in any state? Yes No
- Are you subject to any visa or immigration status which would prevent lawful employment? Yes No

Note: If you answered "Yes" to any of the above questions, please provide a detailed explanation on a separate sheet of paper, including dates, and attach it to this application. Please print and sign your name on the sheet, and include your social security number.

BACKGROUND AND CRIMINAL HISTORY CHECKS

Each applicant for employment must submit to the School District a completed Criminal History Release Authorization Form and his or her fingerprints. The School District can supply an Authorization Form and fingerprint card to each applicant. The fingerprints will be utilized by local state and federal law enforcement agencies to research the applicant's background. Any offer of employment that the School District extends to an applicant is conditional upon the successful processing of his/her fingerprints and the receipt of criminal history and background check results that are acceptable to the School District.

CERTIFICATION AND RELEASE AUTHORIZATION

I certify that all of the statements made by me are true, complete and correct to the best of my knowledge and belief, and are made in good faith. I understand that any misrepresentation of information shall be sufficient cause for rejecting my application, withdrawing of any offer of employment, or terminating my employment.

I hereby authorize any and all of my previous employers and/or supervisors to release any and all of my personnel records, and to respond fully and completely to all questions that officials fo the Mascoma Valley Regional School District may ask regarding my prior work history and performance. I will hold such previous employers and/or supervisors harmless of any and all claims that I might otherwise have against them with regard to statements made to the Mascoma Valley Regional School District. I further authorize the Mascoma Valley Regional School District's officials to investigate my background, now or in the future, to verify the information provided, and I release from liability all persons and/or entities supplying information regarding my background.

Date: _____ **Signature:** _____

The Mascoma Valley Regional School District does not discriminate in its education programs, activities or employment practices based on age, sex, race, color, marital status, physical or mental disability, religion, national origin or other legally protected classification. This policy is in accordance with state and federal laws, including Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1975, the Americans with Disabilities Act of 1990 and NH RSA 354-A. If you need accommodations in completing this application, please contact the School District.

Title IX Coordinator, Diane Adam
603-632-4357

504 Coordinator, Chris Beeso
603-632-5563

Revised 07/11/18