

Monroe Elementary School District
11842 S. Chestnut Ave
Fresno, Ca. 93725

APPLICATION FOR CLASSIFIED EMPLOYMENT

Position Applying For: _____

The selection of applicants for interview is done on the basis of information supplied on this application form. Please make sure that your application is completely filled out. Incomplete or missing information may hinder your chances for employment. Please submit resume with your application.

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

DAY TIME PHONE (_____) _____ PHONE (_____) _____

EMAIL: _____

How did you learn of the Monroe Elementary School District?

If you are not a U.S. Citizen, do you have the legal right to work in the United States? Yes No

Do you possess a valid California Driver's License? Yes No

CDL # _____ Exp. Date _____

Have you ever been employed by the Monroe Elementary School District?

If yes, when _____

I hereby certify that I have read and understand the above information.
Initial

Name and Location of Colleges, Universities and/or Trade Schools Attended	Major Coursework	# Units Completed	Degree or Certificate

High School Attended: _____ Did You Graduate: If not, do you possess a G.E.D.?

High School Attended: _____

Did You Graduate: Yes No

If not, do you possess a G.E.D.? Yes No

EMPLOYMENT RECORD

Read the job announcement before completing this section. To be considered for employment, this section must show that you meet the minimum qualifications for the position. Begin with your most recent job. List all jobs and any periods of unemployment in the last ten years. If you need to attach additional information, please use the format below. Include U.S. military, self-employment, and volunteer experience. Also, list any jobs you held more than ten years ago which relate to the duties of the job for which you are applying.

WORK HISTORY

List most recent employers including present employer.

Employer: _____ Supervisor: _____ Date Started: _____

Address: _____ Date Left: _____

Position: _____ Full Time: _____

Duties: _____ Part Time: _____

_____ Final Pay Rate: _____

_____ May we contact this Employer?

_____ Yes _____ No

Reason for Leaving: _____

Employer: _____ Supervisor: _____ Date Started: _____

Address: _____ Date Left: _____

Position: _____ Full Time: _____

Duties: _____ Part Time: _____

_____ Final Pay Rate: _____

_____ May we contact this Employer?

_____ Yes _____ No

Reason for Leaving: _____

Employer: _____ Supervisor: _____ Date Started: _____

Address: _____ Date Left: _____

Position: _____ Full Time: _____

Duties: _____ Part Time: _____

_____ Final Pay Rate: _____

_____ May we contact this Employer?

_____ Yes _____ No

Reason for Leaving: _____

PHYSICAL INFORMATION

Some of our positions have specific physical requirements or limitations. For these positions you may be asked questions regarding your physical capabilities. Such questions must be related to your potential performance for the position you are seeking. Please identify any physical limitations which may prevent you from performing your job in a safe and satisfactory manner.

CRIMINAL CONVICTION

Some positions in this district may not be held by persons convicted of certain crimes. If you are applying for such a position, our staff may ask you if you have been convicted of a crime that would disqualify you from the position you are seeking. The existence of a criminal record is not an automatic bar to employment with the district. Our staff may not ask you if you have ever been arrested or held for a crime for which you were not convicted. **Have you ever been convicted of any crime other than a minor traffic violation?** Yes ___ No ___

CHARACTER REFERENCES

(Do not list relatives)

Name: _____ Address: _____ Phone: _____

Name: _____ Address: _____ Phone: _____

Name: _____ Address: _____ Phone: _____

Military Service? Yes _____ No _____ If yes, Branch: _____ Dates: _____
from/to

You may use this space for any additional comments or information you wish to provide:

I authorize full investigation of all statements contained on this application for determination of fitness for employment. I understand that misrepresentation or omission of facts may constitute grounds for rejection or dismissal.

Signature: _____ Date: _____