

# Employment Application



## Personal Information

**Date of Application: \_\_**

Name (Last)		(First)		(Middle)																	
Home Address		City		State		Zip															
Home Phone ( )		Cell Phone ( )																			
Position Applying For Available		Date		Days/Hours available. Complete if applying for a part-time, substitute, interim, summer or temporary position.				Mon		Tues		Wed		Thur		Fri		Sat		Sun	
Are you interested in (check all that apply) Full-time Part-time Temporary Summer				From																	
How were you referred to Unity Classical Charter School, CFA? <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>				To																	
Do you have Teacher Licensure? Yes ___		Grade Level/Subject Area _____		Licensure Type: _____																	
Do you have any physical limitations that would prohibit you from lifting or from standing for extended periods of time?																					

## Education

Name & Location of School		Degree/Area of Study	Years Attended	Graduated	
<b>High School</b>				<input type="checkbox"/>	<input type="checkbox"/>
				Yes	No
<b>College</b>				<input type="checkbox"/>	<input type="checkbox"/>
				Yes	No
<b>Other</b>				<input type="checkbox"/>	<input type="checkbox"/>
				Yes	No

## U.S. Military Service

Branch of Service	Technical Specialization	Rank Attained

## Legal

Do you have the legal right & necessary documents to <input type="checkbox"/> work <input type="checkbox"/> in the U.S.? Yes No (Identity and employment eligibility of all employees will be verified as required by the Immigration Reform & Control Act of 1986.)	
Did any company ever <input type="checkbox"/> <input type="checkbox"/> discharge you? Yes No	<b>If yes, give name of company(ies):</b>
Reason for discharge:	

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Have you ever been convicted of a crime other than <input type="checkbox"/> a <input type="checkbox"/> minor traffic violation? Yes No
<i>If yes, please explain offense and final disposition:</i>

**Special Skills Computer Literacy:** Please rate your computer literacy on a scale of 1 to 5 with 1 meaning little to no computer experience \_\_\_\_\_

### Employment History

List employment starting with your most recent position. Account for any time during this period that you were unemployed by stating the nature of your activities.

**May we contact your present**  **employer?**  Yes  No **Past employer?** Yes No Please indicate if you were employed under a different name.

Dates	Employer's Name & Address	Position	Major Duties	Salary/Wages	Reason for Leaving
From	Name	Your Job Title		Starting	
To	Address	Supervisor		Final	
	Phone				
From	Name	Your Job Title		Starting	
To	Address	Supervisor		Final	
	Phone				
From	Name	Your Job Title		Starting	
To	Address	Supervisor		Final	
	Phone				

Have you previously worked for a Team <input checked="" type="checkbox"/> <input type="checkbox"/> N	If yes, describe:	Supervis
<i>date?</i> Yesation:	o	
Reason for Leaving:	Position:	or:

### References

Name	Address	Work Phone	Title

### Please read carefully:

In submitting this application for employment, I understand that an investigation may be made whereby information is obtained regarding

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my character, previous employment, general reputation, education background, credit record and/or criminal history. I authorize anyone possessing this information to furnish it to *Unity Classical Charter School, CFA* and/or 3rd party company upon request, and I release anyone so authorized, *Unity Classical Charter School, CFA* and any 3rd party company from all liability and damages whatsoever in furnishing, obtaining or using said information. In the event of employment, I understand that false information given in my application or interview may result in immediate dismissal. I understand that I am required to abide by all rules and regulations of *Unity Classical Charter School, CFA*. I understand and agree that if employed, the employment will be "at will". That is, either I or *Unity Classical Charter School, CFA* may end the employment relationship at any time, for any reason, or for no reason. I understand that receipt of this application by *Unity Classical Charter School, CFA* does not imply employment and that this application and/or any other *Unity Classical Charter School* documents are not contracts of employment.

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Signed

Date

Various federal, state and local laws prohibit discrimination based on race, color, sex, religion, national origin, ancestry, age, disability or marital status. *Unity Classical Charter School, CFA* is an equal opportunity employer. Your responses to any question will not be used as a basis for discrimination, but will be judged on its relevance to the position you are seeking.