



ABERDEEN CATHOLIC SCHOOLS APPLICATION FOR EMPLOYMENT

SONSHINE PATCH

ABERDEEN CATHOLIC SCHOOLS (ACS) DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, AGE, SEX, DISABILITY, OR MILITARY SERVICE. ACS DOES RESERVE THE RIGHT TO EMPLOY THOSE WHO CAN BEST ADVANCE ITS CATHOLIC MISSION. PLEASE INFORM THE RECEPTIONIST IN ADVANCE OF ANY ACCOMMODATIONS YOU MAY NEED TO PARTICIPATE IN OUR APPLICATION PROCESS.

PERSONAL

| | | | |
|---|-------|--------|---|
| LAST NAME | FIRST | MIDDLE | DATE |
| STREET ADDRESS | | | HOME PHONE () -- |
| CITY, STATE, ZIP | | | BUSINESS PHONE () -- |
| HAVE YOU EVER APPLIED FOR EMPLOYMENT WITH US? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, MONTH/YEAR: _____ LOCATION: _____ | | | SOCIAL SECURITY NO. |
| POSITION DESIRED: | | | PAY EXPECTED |
| APART FROM ABSENCE FOR RELIGIOUS OBSERVANCE, ARE YOU AVAILABLE FOR FULL-TIME WORK? <input type="checkbox"/> YES <input type="checkbox"/> NO | | | WHEN WILL YOU BE AVAILABLE TO BEGIN WORK? |
| RELIGION PREFERENCE: | | | |
| PARISH: | | | |
| HAVE YOU BEEN CONVICTED OF A CRIME IN THE PAST TEN YEARS, EXCLUDING MISDEMEANORS AND SUMMARY OFFENSES, WHICH HAVE NOT BEEN ANNULLED, EXPUNGED OR SEALED BY A COURT? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, DESCRIBE IN FULL: _____ | | | |

EDUCATION AND TRAINING

| EDUCATION | NAME AND LOCATION OF SCHOOL | COURSE OF STUDY | NO. OF YEARS FINISHED | DID YOU GRADUATE | DEGREE OR DIPLOMA |
|----------------------------------|-----------------------------|-----------------|-----------------------|------------------|-------------------|
| COLLEGE/ VOCATIONAL SCHOOL | | | | | |
| HIGH SCHOOL | | | | | |
| ELEMENTARY | | | | | |

REFERENCES

Include supervisors other than those listed in employment history (e.g. pastor, character references, etc.)

| Name | Position/Company | Address | Phone Number |
|------|------------------|---------|--------------|
| 1). | | | |
| 2). | | | |
| 3). | | | |

EMPLOYMENT HISTORY

Beginning with the present or most recent employer, give a complete full-time employment record.

| | |
|--|--|
| COMPANY NAME | TELEPHONE () - |
| ADDRESS | EMPLOYED (State Month and Year) FROM TO |
| STATE JOB TITLE AND DESCRIBE YOUR WORK | SUPERVISOR: |
| | REASON FOR LEAVING |

| | |
|--|--|
| COMPANY NAME | TELEPHONE () - |
| ADDRESS | EMPLOYED (State Month and Year) FROM TO |
| STATE JOB TITLE AND DESCRIBE YOUR WORK | SUPERVISOR: |
| | REASON FOR LEAVING |

| | |
|--|--|
| COMPANY NAME | TELEPHONE () - |
| ADDRESS | EMPLOYED (State Month and Year) FROM TO |
| STATE JOB TITLE AND DESCRIBE YOUR WORK | SUPERVISOR: |
| | REASON FOR LEAVING |

SIGNATURE AND AUTHORIZATION

ACCEPTANCE OF THIS APPLICATION BY ACS AFFORDS THE APPLICANT NO ASSURANCE OF EVENTUAL EMPLOYMENT. IF YOU RECEIVE A CONDITIONAL OFFER OF EMPLOYMENT, YOU MAY BE REQUIRED TO TAKE A PHYSICAL EXAMINATION. IF EMPLOYED, YOU MUST VERIFY YOUR ABILITY TO LEGALLY ACCEPT EMPLOYMENT IN THE UNITED STATES. BACKGROUND INVESTIGATIONS, INCLUDING CRIMINAL RECORD AND CONTACTING FORMER EMPLOYERS, ARE REQUIRED. EMPLOYMENT AND COMPENSATION CAN BE TERMINATED WITH REASONABLE NOTICE, WITH OR WITHOUT CAUSE, AT ANY TIME BY ACS.

I HAVE READ THE FOREGOING INSTRUCTIONS AND QUESTIONS AND MY ANSWERS ARE TRUE AND CORRECT. I HAVE NOT KNOWINGLY MISREPRESENTED OR WITHHELD ANY FACT OR CIRCUMSTANCE THAT WOULD, IF DISCLOSED, AFFECT MY APPLICATION UNFAVORABLY.

SIGNATURE OF APPLICANT _____ DATE: _____

**PLEASE RESPOND TO THE FOLLOWING QUESTIONS.
LIMIT YOUR ANSWERS TO THE SPACE PROVIDED.**

1. What kinds of educational experience with students would you bring to the Aberdeen Catholic Schools?

2. How would you see yourself fitting into a Catholic school setting? What would you contribute?
