

BREITUNG TOWNSHIP SCHOOL DISTRICT
 810 Pyle Drive, Kingsford, MI 49802
www.kingsford.org
 AN EQUAL OPPORTUNITY EMPLOYER



Application for Employment

PERSONAL INFORMATION			
Last Name	First Name	M.I.	Maiden Name
Home Address			
City	State	Zip	
Mailing Address			
City	State	Zip	
Primary Phone #	Alternate Phone #	E-mail Address	
Position Applying for		Today's Date	Date Available for Employment

1. Are you a citizen of the United States? YES NO
2. Are you legally authorized to work in the United States? YES NO
3. Are you over 18 years of age? YES NO
4. Have you ever had a teaching or school administrator certificate suspended or revoked? YES NO
5. Have you ever been dismissed from employment or refused re-employment? YES NO
6. Has your employment ever been terminated from an educational institution? YES NO
7. If 'Yes' please list: _____
8. Have you ever been convicted or pleaded no contest to a misdemeanor? (exclude minor traffic violations) YES NO
9. Have you ever been convicted of a felony? YES NO
10. Have you missed more than five scheduled work days in any of the last five years? YES NO
11. Do you have military service? If yes, indicate period: From _____ To _____ YES NO
12. Branch: _____
13. Type of discharge: _____ Rank: _____ YES NO

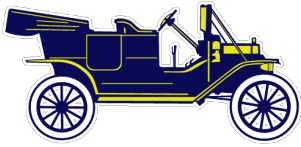
EDUCATION (for teachers and educational assistants)		
High School Name and Location		
Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Type of degree	High School Diploma <input type="checkbox"/> GED <input type="checkbox"/>
College Name and Location		
Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Major	Minor
Degree earned		
Graduate College Name and Location		
Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Major	Minor
Degree earned		
Other		
Type of Certificate	Date of Expiration	

REFERENCES List three references, other than family, including previous employers who have knowledge of your character, work performance, etc.		
Name and Position	Relationship	
Company	Years Acquainted	
Address	Phone#	E-mail Address
Name and Position	Relationship	
Company	Years Acquainted	
Address	Phone#	E-mail Address
Name and Position	Relationship	
Company	Years Acquainted	
Address	Phone#	E-Mail Address

EMPLOYMENT HISTORY		Please begin with your most recent employer.	
Employer			
Address			
Supervisor Name		E-mail Address	
Phone		Fax	
Job Title		Job Responsibilities	
From	To	Reason for Leaving	
Start Salary/Rate \$		End Salary/Rate \$	
May we contact this employer? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Employer			
Address			
Supervisor Name		E-mail Address	
Phone		Fax	
Job Title		Job Responsibilities	
From	To	Reason for Leaving	
Start Salary/Rate \$		End Salary/Rate \$	
May we contact this employer? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Employer			
Address			
Supervisor Name		E-mail Address	
Phone		Fax	
Job Title		Job Responsibilities	
From	To	Reason for Leaving	
Start Salary/Rate \$		End Salary/Rate \$	
May we contact this employer? YES <input type="checkbox"/> NO <input type="checkbox"/>			

ADDITIONAL INFORMATION	
Have you ever applied with this organization?	YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when?
Can you travel if a job requires it?	YES <input type="checkbox"/> NO <input type="checkbox"/>
How did you learn about the available position with the Breitung Township School District?	
Advertisement <input type="checkbox"/> Friend <input type="checkbox"/> Relative <input type="checkbox"/> Other <input type="checkbox"/> If other, please list	

CERTIFICATION AND SIGNATURE	
<p>I certify that all information I have provided in order to apply for and secure work with this employer is true, complete, and correct. I understand that any information provided by me that is found to be false, incomplete, or misrepresented in any respect, will be sufficient cause to eliminate me from further consideration for employment, or may result in my immediate discharge from the employer's service, whenever it is discovered. I expressly authorize, without reservation, the employer, its representative, employees, or agents to contact and obtain information from all employers, public agencies, licensing authorities, and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume, or job interview. I hereby waive any and all rights and claims I may have regarding any employer, its agents, employees, or representatives, for seeking, gathering, and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations, or organizations for furnishing such information about me. If I am hired, I understand that I am free to resign at any time, with or without cause or prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause or prior notice. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of Breitung Township Schools is authorized to make any assurances to the contrary and that no implied, oral or written agreement contrary to the foregoing is valid unless they are in writing and signed by the superintendent of Breitung Township Schools. I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 in this regard.</p>	
Signature of Applicant	Date



BREITUNG TOWNSHIP SCHOOLS

810 Pyle Drive, Kingsford, MI 49802

(906)779-2650 - FAX (906)779-7703

www.kingsford.org

David W. Holmes - Superintendent

Richelle Barker - Director of Finance

Pursuant to State Law (1993 Public Act 68), I,

(First name) M.I. (Last name)

(Address) (Phone)

represent that (check one):

- _____ 1. I have not been convicted of, or pled guilty or nolo contendere (no contest to any crimes).
- _____ 2. I have been convicted of, or pled guilty or nolo contendere (no contest) to the following crimes (use separate sheet to explain nature of conviction, date and court):
 - a. _____
 - b. _____
 - c. _____
 - d. _____

I understand and agree that, pursuant to 1993 Public Act 68:

- 1. the Board of Education must request a criminal history check on me from the Central Records Division of the Michigan State Police;
- 2. until that report is received and reviewed by the school district, I am regarded as a conditional employee;
- 3. If the report received from the Michigan State Police is not the same as my representation(s) above respecting either the absence of any conviction(s) or any crimes of which I have been convicted, my employment contract is voidable at the option of the District.

Signature

Date