

SISKIYOU COUNTY OFFICE OF EDUCATION
609 SOUTH GOLD STREET
YREKA, CA 96097
(530) 842-8400
www.siskiyoucoe.net

EMPLOYMENT APPLICATION
An Equal Opportunity Employer

TYPE OR PRINT LEGIBLY USING DARK INK ONLY	
Position Applied For:	Location of Position:

APPLICANT INFORMATION	
Name:	
Mailing Address:	
Telephone Number: (Cell)	Telephone Number: (Other)
Email address:	

EDUCATION AND TRAINING	
Did you graduate from high school?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, do you have a GED Certificate or High School Proficiency Certificate? (If yes, attach copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No

Colleges and Universities Attended	Sem. Units	Qtr. Units	Major	Degree or Certificate (Attach copies)

Business, Vocational, Trade or Service Schools	No. of Months/Years	Course of Study	Degree or Certificate (Attach copies)

Technical Licenses or Certificates (RN, CNA, LVN, CPA, Cosmetology....)	State Issued	Date Issued	Date Expires (Attach copies)

If required by position:	State Issued	Class	Number	Expires
Valid Driver's License				
School Bus Driver's Certificate Issued by the CA Highway Patrol:				

CREDENTIALS/CERTIFICATES/PERMITS - <i>Certificated Candidates Only</i>		State Issued	Expiration Date
Type(s):			
If no California credential, have you applied for one? <input type="checkbox"/> Yes <input type="checkbox"/> No Type(s) _____ Where: _____ Date Applied _____ _____			
Have you taken the California Basic Education Skills Test (CBEST)? <input type="checkbox"/> Yes <input type="checkbox"/> No Passed? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Student Teaching Experience – <i>New Teachers Only</i>			
Master teacher(s) or college supervisor	Position	Address	Phone

SKILLS/INTERESTS
What job-related machinery/equipment can you operate? (Review vacancy notice for specific requirements, if any)
What languages besides English can you speak and write fluently? (Complete only if required or desirable quality listed) _____ Sign Language? <input type="checkbox"/> Yes <input type="checkbox"/> No Type of Sign: _____
Personal interests you bring to the job (music, art, skiing, hiking,) (Optional)
Volunteer Experience: List any job-related volunteer experience you have had. Include dates (month/year), number of hours per week, location and contact person.

TEACHING AND ADMINISTRATIVE EXPERIENCE				
Years From To	School and District	City and State	Grade Subject/Position	Reason for Leaving

WORK EXPERIENCE OTHER THAN TEACHING

List your work history beginning with your present or most recent job. List self-employment and periods of unemployment in excess of six months separately. You may list each promotion as a separate job. **All information must be provided as requested even though a resume is attached. Failure to do so may result in application being rejected as incomplete.**

Worked From To	Employer Name and Address	Job Title	Duties	Reason for Leaving
		Supervisor		
Worked From To	Employer Name and Address	Job Title	Duties	Reason for Leaving
		Supervisor		
Worked From To	Employer Name and Address	Job Title	Duties	Reason for Leaving
		Supervisor		
Worked From To	Employer Name and Address	Job Title	Duties	Reason for Leaving
		Supervisor		

ADDITIONAL INFORMATION

Have you ever been dismissed or asked to resign? Yes No
 If yes, explain:

Have you ever been convicted by any court of any offense? Yes No
 If your answer is yes, list all offenses on a separate sheet of paper indicating the location, nature, and disposition of each offense and then sign, date and staple sheet to this application.

The following need not be reported: (1) minor traffic violations for which the fine was \$100 or less; (2) any offense which was finally settled in a juvenile court or under a welfare youth offender law; (3) any incident that has been sealed under Welfare and Institutions Code Section 781 or Penal Code Section 1203.45; (4) any conviction specified in Health and Safety Code Section 11361.5 (Some marijuana offenses). A fingerprint check is required on all employees.

Please be advised that being convicted of any criminal offense, felony, misdemeanor or citation does not necessarily disqualify you for employment eligibility. All employment selections shall be based upon job-related qualifications.

ADDITIONAL INFORMATION *continued...*

Are you able to perform the tasks of this position as noted in the job description, with or without accommodation:

Yes No

If you need reasonable accommodation, how would you perform the tasks and with what accommodation(s)?

Use this section to continue your employment history or to describe in greater detail any aspect of your experience and/or activities that are particularly appropriate to the position for which you are applying.

Would contacting your employer in the preliminary selection process jeopardize your employment: Yes No

In completing this application, please be reminded that the law protects the rights for equal employment opportunity regardless of race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex or sexual orientation. Employment acceptance or rejection shall be based upon job-related qualifications.

Minimum age limit is 18 or 16 with a work permit, high school diploma or High School Certificate of Proficiency. Designated classifications or assignments of employees may be required to pass substance abuse testing, skills testing and/or a medical examination.

State law requires post offer pre-employment fingerprint clearance, proof of a negative tuberculin test and employment eligibility verification (Form I-9) for all Siskiyou County Office of Education employees.

I certify that all information on this employment application is accurate and true to the best of my knowledge. I understand and agree that any misstatements, omissions or falsification of material facts herein will be cause forfeiture of all rights, terms, condition and privileges of employment with the Siskiyou County Office of Education.

Applicant Signature

Date