

PITTSFIELD SCHOOL DISTRICT

23 Oneida Street, Unit 1

Pittsfield, NH 03263

Phone # (603)435-5526 Fax # (603)435-5331

APPLICATION FOR EMPLOYMENT

Professional Position Grade/Subject Preferred

Substitute Teacher Grade/Subject Preferred

Educational Assistant Grade/Subject Preferred

Clerical Position Specific Position (if known)

Custodial Position Specific Position (if known)

If applying for a teaching or professional position, please include the following with your application:

- Letter of intent
- Current Resume
- 3 letters of reference
- Copy of transcripts
- Copy of certification

Your application may be considered incomplete without the aforementioned items.

PERSONAL INFORMATION

NAME Last First Middle Initial

ADDRESS Street City State Zip Code

PHONE # Home Work Cell

Email Address _____ Are you a U.S. Citizens? Yes No

Are you currently under contract? Yes No If yes, when are you available?

For access purposes only, are any work records under another name? Yes No

Date of last physical examination: General Health:

Are you physically able to perform the duties of the job for which you are applying? Yes No

Present Salary: Expected Salary:

EDUCATIONAL BACKGROUND

ALL SECTIONS of this application must be completed even though information might be duplicated on resume or other document.

Level	Name of School(s)	Dates Attended	Diploma/Degree	Major/Minor
Secondary School				
College or University				
Advanced Degrees				

PROFESSIONAL CERTIFICATES/LICENSES HELD

Type of Certificate or License	Issued by State of	Expiration Date

PROFESSIONAL REFERENCES

Please list names and addresses of individuals who are in a position to evaluate your qualifications for the position for which you are applying.

Name and Occupation	Address	Phone Number

EMPLOYMENT HISTORY (Most Recent First)

Employer/Address	Job Title	Dates To/From	Salary	Reason for Leaving

I CERTIFY THAT ALL THE FOREGOING INFORMATION AND ANY RESUME IS TRUE AND COMPLETE. I UNDERSTAND THAT ANY MISREPRESENTATION OR OMISSION MAY RESULT IN MY DISQUALIFICATION FROM FURTHER CONSIDERATION FOR EMPLOYMENT AND/OR MY TERMINATION FROM EMPLOYMENT.

A. I certify that I have never been convicted of a criminal offense. Further, I certify that I have never been convicted for any offenses involving sexual misconduct.

B. Further, in order that School Administrative Unit 51 may process my application for employment, I hereby authorize SAU 51, it's officers, directors, employees, agents, and representatives (hereinafter collectively referred to as SAU 51) to conduct a complete investigation into my background including, but not limited to, inquiring about my entire employment history, including my fitness for duty at all prior employment; education history; criminal record and military record, if any; to obtain opinions and references regarding my character and reputation; and to solicit and obtain any other information SAU 51, in its sole discretion, deems necessary to determine my eligibility for employment, or for the purposes of confirming my application for employment with SAU 51. I hereby RELEASE, INDEMNIFY AND HOLD HARMLESS SAU 51 from any and all liability based on its authorized receipt, disclosure and use of the information gathered in processing my application for employment.

C. If made an offer, I understand that as a condition of employment, I agree to provide a notarized criminal history records form. I understand that if the criminal records check and investigation reveals that I have been convicted of homicide, child pornography, aggravated felonious assault, or kidnapping, or any other felony, in NH or elsewhere, the offer of employment will be withdrawn. Further, I understand that a pre-employment physical is required and that any offer of employment is contingent upon my ability to perform the job, with or without reasonable accommodation. At any time I am hired, it is understood that I must complete a Form I-9.

The cost of the investigation will be shared in the amount of fifty percent (50%) by the employer and fifty percent (50%) by prospective candidates seeking full-time or part-time positions in the school district.

The cost of the investigation for School District volunteers will be borne by the School District at the discretion of the Administration.

I certify that the above application is complete and correct to the best of my knowledge.

Applicant Signature

Date