



# Paulden Community School

Research Based Education Corporation

24850 North Naples Street

P.O. Box 940

Paulden, Arizona 86334

Phone: (928) 636-1430 Facsimile: (928) 636-3087 Web: [www.pauldenschool.com](http://www.pauldenschool.com)

**"Every child—Every chance—Every Day"**

## Employment Application

All documents are required for instructional applicants.

INCLUDE AN UPDATED RESUME WITH CURRENT PAST/PRESENT EMPLOYER CONTACT INFORMATION.  
INCLUDE 3 LETTERS OF RECOMMENDATIONS, YOUR PHILOSOPHY OF EDUCATION, AND A COPY OF YOUR TRANSCRIPTS.  
OFFICIAL TRANSCRIPTS ARE REQUIRED IF EMPLOYED AT OUR SCHOOL.

### APPLICANT INFORMATION

Last Name \_\_\_\_\_ First \_\_\_\_\_ M.I. \_\_\_\_\_ Date \_\_\_\_\_ Social Security # \_\_\_\_\_

Street Address \_\_\_\_\_ Apartment/Unit# \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_ Date Available \_\_\_\_\_

E-mail Address \_\_\_\_\_ Position Applied for \_\_\_\_\_ Desired Salary \_\_\_\_\_

If applying for a teaching position: Do you have a valid teaching certificate? Yes \_\_\_\_\_ No \_\_\_\_\_

Do you have a valid fingerprint clearance card? Yes \_\_\_\_\_ No \_\_\_\_\_ Food handler's certificate? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you a citizen of the United States? Yes \_\_\_\_\_ No \_\_\_\_\_ If no, are you authorized to work in the U.S.? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever worked for this company? Yes \_\_\_\_\_ No \_\_\_\_\_ If so, When? \_\_\_\_\_

Have you ever been convicted of a felony? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, explain \_\_\_\_\_

### EDUCATION

High School \_\_\_\_\_ Address \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Did you graduate? Yes \_\_\_\_\_ No \_\_\_\_\_ Degree \_\_\_\_\_

College \_\_\_\_\_ Address \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Degree \_\_\_\_\_

Other \_\_\_\_\_ Address \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Degree/ Skill \_\_\_\_\_

### MILITARY SERVICE

Branch \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_ Rank at discharge \_\_\_\_\_

Type of Discharge \_\_\_\_\_ If other than honorable, explain \_\_\_\_\_

**REFERENCES**

Please list three professional references.

Full Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Company \_\_\_\_\_ E-mail \_\_\_\_\_

Full Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Company \_\_\_\_\_ E-mail \_\_\_\_\_

Full Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Company \_\_\_\_\_ E-mail \_\_\_\_\_

**PREVIOUS EMPLOYMENT**

Please list employment history for the past 7 years.

1. Company \_\_\_\_\_ Phone \_\_\_\_\_ Supervisor \_\_\_\_\_

Address \_\_\_\_\_ Job Title \_\_\_\_\_

Starting Salary \$ \_\_\_\_\_ Ending Salary \$ \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Reason for leaving \_\_\_\_\_

May we contact you previous supervisor for a reference? Yes \_\_\_\_\_ No \_\_\_\_\_

2. Company \_\_\_\_\_ Phone \_\_\_\_\_ Supervisor \_\_\_\_\_

Address \_\_\_\_\_ Job Title \_\_\_\_\_

Starting Salary \$ \_\_\_\_\_ Ending Salary \$ \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Reason for leaving \_\_\_\_\_

May we contact you previous supervisor for a reference? Yes \_\_\_\_\_ No \_\_\_\_\_

3. Company \_\_\_\_\_ Phone \_\_\_\_\_ Supervisor \_\_\_\_\_

Address \_\_\_\_\_ Job Title \_\_\_\_\_

Starting Salary \$ \_\_\_\_\_ Ending Salary \$ \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Reason for leaving \_\_\_\_\_

May we contact you previous supervisor for a reference? Yes \_\_\_\_\_ No \_\_\_\_\_

**DISCLAIMER AND SIGNATURE**

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature

Date