

APPLICATION FOR EMPLOYMENT SUMMIT SCHOOL OF AHWATUKEE

Personal Information (Please print)

Full Name _____

Home Address _____
Street Address _____ City _____ State _____ Zip _____

Email Address: _____

Daytime phone: () _____ Evening phone: () _____ Cell () _____

Position Desired _____ Salary Range Desired _____

Are you able to provide documentation of your eligibility to work in the United States? ___ Yes ___ No

ALL APPLICANTS MUST PLEASE COMPLETE THE FOLLOWING SECTIONS

LIST YOUR LAST FOUR EMPLOYERS, MOST RECENT FIRST (COVERING YOUR LAST 10 YEARS OF EMPLOYMENT)

1. Company/School Name _____ Telephone _____
Job Title _____ Address _____
Starting Salary _____ Ending Salary _____
Duties _____

Dates Employed From: _____ To: _____
Reason for Leaving _____
Supervisor Name _____ Title _____ Phone _____

MAY WE CONTACT FOR REFERENCE PURPOSES? ___ Yes ___ No ___ Not right now

2. Company/School Name _____ Telephone _____
Job Title _____ Address _____
Starting Salary _____ Ending Salary _____
Duties _____

Dates Employed From: _____ To: _____
Reason for Leaving _____
Supervisor Name _____ Title _____ Phone _____

MAY WE CONTACT FOR REFERENCE PURPOSES? ___ Yes ___ No ___ Not right now

3. Company/School Name _____ Telephone _____
 Job Title _____ Address _____
 Starting Salary _____ Ending Salary _____
 Duties _____

 Dates Employed From: _____ To: _____
 Reason for Leaving _____
 Supervisor Name _____ Title _____ Phone _____

MAY WE CONTACT FOR REFERENCE PURPOSES? ___ Yes ___ No ___ Not right now

4. Company/School Name _____ Telephone _____
 Job Title _____ Address _____
 Starting Salary _____ Ending Salary _____
 Duties _____

 Dates Employed From: _____ To: _____
 Reason for Leaving _____
 Supervisor Name _____ Title _____ Phone _____

MAY WE CONTACT FOR REFERENCE PURPOSES? ___ Yes ___ No ___ Not right now

Have you ever been convicted of a felony? ___ Yes ___ No
 If yes, please explain:
Note: A "yes" answer does not automatically disqualify you from employment since the nature of the offense, date, and type of job for which you are applying will be considered.

Are you charged with an unresolved criminal charge? ___ Yes ___ No
 If yes, please explain:
 (Have you been charged with a crime that has not yet resulted in a plea of guilty, court trial or a dropping of the charge?) *Note: A "yes" answer does not automatically disqualify you from employment since the nature of the offense, date, and type of job for which you are applying will be considered.*

Have you ever been convicted, plead guilty, or plead "no contest" to any criminal offense involving child abuse or sexual impropriety with a minor? ___ Yes ___ No

Do you have any relatives who currently work for the Summit School? ___ Yes ___ No

If yes, please provide their name and relationship to you: _____

Have you ever:

Applied with the Summit School before? ___ Yes ___ No

If yes, when? _____

Worked for the Summit School before? ___ Yes ___ No

If yes, when? _____ What Grade? _____

How did you learn of this opening? *(Please indicate the name of the employee or referring source)*

Internet – Job Board(site): _____

Newspaper: _____

Employee Referral: (name) _____

Other: _____

Education (List most recent first)

School(s) and Location	No. of Years Attended	Last Grade Completed	Major or Applicable Subjects Or Courses	Type of Degree or Certificate Received

Additional References (Please give the names of three persons not related to you, whom you have known for at least one year.)

Name of Reference	Occupation	Telephone No.	Relationship to you

Use this space for any additional, job-related information necessary to describe your qualifications:

(Other than that which identifies your race, sex, age, religion, national origin, disability or other non-job related personal information)

To complete this employment application, please read and sign the statement below

Please check all that apply: Please provide a copy of the following current documentation that you possess

I have a current: ___ Arizona Teaching Certificate ___ Arizona Substitute Teaching Certificate

I have a current: ___ First Aid Certification Card ___ CPR Certification Card

I have a current: ___ Current IVP Fingerprint Clearance Card

APPLICANT'S AUTHORIZATION AND AGREEMENT

I certify that the facts contained in this application (and accompanying resume, if any) are true, accurate, and complete. I understand that any false statement, omission, or misrepresentation on this application, my resume, or any other materials, during any interview will result in refusal to hire, or dismissal if I have been employed, regardless of when discovered by the Summit School of Ahwatukee. **PLEASE INITIAL:** _____

I understand that any employment is conditioned on a criminal, credit and educational background check and that the Summit School may, at its discretion, procure and have prepared an investigative consumer report, in accordance with applicable law. I understand that upon written request within a reasonable period of time, I can obtain from the Summit School written disclosure of the nature and scope of any such report if requested. I authorize the Summit School to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers, references, and other individuals or organizations listed to disclose information regarding my former employment, education, character and general reputation to the Summit School, without giving me prior notice of such disclosure. In addition, I release the Summit School, any former employers, references and any other individuals or organizations listed above (as well as those provided verbally or in other documents submitted to the Summit School) from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

Upon signing this application, I _____ give permission to Summit School of Ahwatukee to conduct criminal, (Print name) credit and/or educational background check on me. PLEASE INITIAL for Authorization : _____

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at-will" and without fixed term, and may be terminated at any time, with or without cause, and without prior notice, at the option of either the Summit School or myself. I understand that no manager, representative or employee of the Summit School other than the Principal has the authority to enter into any agreement contrary to the foregoing. Further, any such agreement must be in writing and signed by the Principal and myself. **PLEASE INITIAL:** _____

I understand that completing this form does not indicate there is a position open and does not obligate the Summit School to hire. If hired, I agree to abide by all of the Summit School work rules, policies and procedures. The Summit School retains the right to revise its policies or procedures, in whole or in part, at any time. **PLEASE INITIAL:** _____

Signature of Applicant _____ **Date** _____

Summit School of Ahwatukee does not discriminate on the basis of race, color, national origin, age, gender identity, religion, marital status, familial or parental status, sexual orientation, disability or protected genetic information when considering admission, employment or educational policies.