

EXPERIENCE

Beginning with your present or most recent employment, list all your work history, including military service (attach a separate sheet, if necessary). Please complete the following sections even if you are submitting a résumé in addition to this application.

Employer _____ Phone (____) _____

Address _____

Supervisor's name _____

Dates: From (Mo/Yr) _____ To _____

Position _____

Primary responsibilities and duties: _____

Reason for leaving _____

Employer _____ Phone (____) _____

Address _____

Supervisor's name _____

Dates: From (Mo/Yr) _____ To _____

Position _____

Primary responsibilities and duties: _____

Reason for leaving _____

Employer _____ Phone (____) _____

Address _____

Supervisor's name _____

Dates: From (Mo/Yr) _____ To _____

Position _____

Primary responsibilities and duties: _____

Reason for leaving _____

Please use the space below to summarize any additional information that is necessary to describe your work experience and qualifications that may not be adequately covered by this application form. Please include any Anacortes School District experience.

REFERENCES

List three unrelated individuals who can provide professional and/or character references.

Name	Address	Telephone	Occupation
	()	
	()	
	()	

OTHER PERSONAL DATA

1. Are you prevented from lawfully becoming employed in this country because of visa or immigration status?

Yes _____ No _____

2. Are you physically able to perform the duties of the job for which you are applying?

Yes _____ No _____

3. Have you been employed by Anacortes School District before?

Yes _____ No _____

If yes, list previous position(s) and last date worked.

APPLICANT'S STATEMENT

I hereby certify that all the information given is true to the best of my knowledge. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision, and I agree that the references and personal information which become a part of this application will be regarded as confidential and shall not be revealed to me.

Within the last seven years have you ever pled guilty, been convicted, fined, imprisoned, or placed on probation for violation of any law, police regulation, ordinance, excluding minor traffic violations? A conviction record will not necessarily bar you from employment.

Yes _____ No _____

If yes, please explain. _____

Within the last ten years have you ever been discharged or forced to resign for misconduct or unsatisfactory service from any position?

Yes _____ No _____

If yes, please explain. _____

Signature of Applicant

Date*

* Applications will be kept on file for a period of one year from this date.

“Anacortes School District is An Equal Opportunity Employer”

Anacortes School District #103 complies with all state and federal rules and regulations and does not discriminate on the basis of race, creed, color, national origin, families with children, sex, marital status, sexual orientation, age, Vietnam-era or disabled Veteran status, or the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a disabled person. This holds true for all district employment and opportunities as well as all students who are interested in participating in educational programs and/or extra-curricular school activities. Inquiries regarding compliance and/or grievance procedures may be directed to the school district's Title IX/RCW 28A.640 Officer and/or Section 504 Coordinator.

Title IX/RCW 28A.640 Officer: Cindy Simonsen
Section 504 Coordinator: Maggie Thompson
2200 M Avenue ♦ Anacortes, WA 98221
(360) 293-1200

Anacortes School District is an Equal Opportunity Employer

Anacortes School District is committed to an affirmative action program that provides for the recruitment of women, people of color, people with disabilities, people 40 or over, and veterans. In order to implement this program, the Anacortes School District requests that you provide the following information. You are not required to do so, but if you choose not to furnish this information, the employer is required to note race, national origin, and gender under federal law on the basis of a visual observation or surname. A decision not to provide this information will not result in any adverse treatment of your application for employment. This information will be kept confidential.

Name: _____

Date: _____

GENDER:

Female

Male

ETHNIC GROUP:

African American (not of Hispanic origin)

American or Alaskan Indian (Tribal Affiliation _____)

Asian/Pacific Islander

Caucasian (not of Hispanic origin)

Hispanic

Other (specify _____)

DISABLED STATUS:

Do you have a physical, sensory, or mental condition that would affect your working conditions?

Yes

No

AGE GROUP:

Are you in the protected age group (age 40 or over) _____

Yes

No

VETERAN STATUS:

Veteran

Yes

No

Disabled Veteran

Yes

No



Anacortes School District #103

Applicant Disclosure Form Pursuant to RCW 43.43.830

Please complete the following questions and sign the affidavit. Any falsification or deliberate misrepresentation in the completion of this form including omission of a material fact can be grounds for denial of employment with the Anacortes School District.

All required documentation requested below must accompany the form. All questions must be answered. If additional space is required, attach a separate sheet of paper.

Section I – Personal Information (please print or type)

Full Name _____
(Last) (First) (Middle)

Mailing Address _____
(Street) (City) (State) (Zip Code)

Home Telephone Number (_____) _____

Please list all former names you have used and the approximate dates of use. (If more than three, list on a separate sheet of paper).

_____ Date _____
_____ Date _____
_____ Date _____

Section II – Professional Fitness

If you answer “yes” to questions 1, 2, 3, and/or 4, give a complete explanation, including duties, circumstances, and supporting documentation on a separate sheet of paper.

- | Yes | No | |
|-----|-----|--|
| ___ | ___ | 1. Have you ever been dismissed, discharged or fired from any employment? |
| ___ | ___ | 2. Have you ever resigned from or otherwise left any employment while allegations of misconduct on your part were pending or under investigation? |
| ___ | ___ | 3. Have you ever been disciplined by a past or present employer because of allegations of misconduct? |
| ___ | ___ | 4. Are you currently the subject of any investigation or inquiry by an employer because of allegations of misconduct or harassment on your part or have you ever been found guilty of misconduct or harassment by an employer? |
| ___ | ___ | 5. Has your professional license ever been revoked? |
| ___ | ___ | 6. Have you ever had sanctions placed on your teaching certificate for any reason? |
| ___ | ___ | 7. Have you ever been denied a teaching certificate anywhere? |
| ___ | ___ | 8. Is disciplinary action currently pending anywhere against your certificate? |

Section III - Fitness

If you answer “yes” to questions 4 and or 5, attach copies of any court orders entered in the proceeding.

- | Yes | No | |
|-----|-----|---|
| ___ | ___ | 1. Are you able to perform the essential function of a certificated/classified position with or without reasonable accommodation? |
| ___ | ___ | 2. Do you currently use illegal drugs? |
| ___ | ___ | 3. Have you used illegal drugs in the last year? If your answer is “yes”, explain on a separate sheet of paper. |
| ___ | ___ | 4. Have you ever been found in any dependency or domestic relation matter to have sexually assaulted or exploited any minor? |
| ___ | ___ | 5. Have you ever been found in any dependency or domestic relation matter to have sexually assaulted or exploited any person? |

Section I V – Criminal History

If you answer “yes” to questions 1 and/or 2, please provide the following:

a) a detailed statement included what occurred, the nature of the offense, charge or warrant; b) the name and address of the arresting agency; c) the date of the arrest; d) the final disposition, if any; e) if a court was involved, the name and address of the court; f) the complete arrest report and judgement, and g) a complete driving abstract for five years if the arrest was driving related.

Yes No

____ ____ 1. Have you ever been arrested for any crime or violation of the law? (Note: If your case was dismissed or your record sealed, you must answer this question in the affirmative). You need not list **traffic** violations for which a fine or forfeiture of less than \$150 was imposed.

____ ____ 2. a. Do you currently have any outstanding criminal charges or warrants of arrest pending against you in Washington?

____ ____ b. Do you currently have any outstanding criminal charges or warrants of arrest pending against you in any other state, province, territory, and/or country?

____ ____ 3. Are you presently under investigation in any jurisdiction for possible criminal charges? **If your answer is “yes”, identify the agency and location (street address, city, state and phone number).**

A “yes” answer to questions 1, 2, and/or 3 above will not necessarily bar you from employment.

Declaration

I certify (or declare) under the penalty of perjury under the laws of the State of Washington that the foregoing and all information included in this form are true and correct.

If the information provided or answer(s) to any question(s) on this Applicant Disclosure form change prior to my being hired, I understand that I must immediately notify the Anacortes School District.

I understand I must answer this form truthfully and completely. Any falsification or deliberate misrepresentation in the completion of this application including omission of a material fact can be grounds for denial of employment or continued employment.

Signature

Date

City and State

To Be Completed After Conditional Employment Is Offered:

I certify under penalty of perjury under the laws of the State of Washington that as of this date ____/____/____, a date on or after which I have been offered conditional employment with the Anacortes School District, the foregoing remains true and correct. I further certify that I have been released from all contractual obligations with other school districts in or out of Washington State. I understand that any falsification or deliberate misrepresentation, including omission of a material fact or failure to complete any part of my application or this questionnaire can be grounds for denial of employment or continued employment with the hiring district.

Your signature must be witnessed by an employee of Anacortes School District.

Print Name: _____

Sign Name: _____

Witness, Print Name/Title: _____

Witness, Sign Name: _____

Date and Place: _____