

## **Application for Employment**

Last Name:	First Name:	Middle Name:					
Desired Position:	Substitute Teacher Paraprofessional SPED Paraprofessional Teacher: Subject 1: Subject 2: Subject 3:	Source of Referral: Newspaper/Magazine Advertisement Commercial/PSA Referral Website/Online Career Fair Other: Please Specify:					
Present Street Address:	City/State/Zip:	Personal Email Address:					
Cell Phone Number:	Home Phone Number:	Date available for work (if offered):					
Are there any criminal charges pending against you at this time? If yes, please give details:							
Are you a citizen of the United States? YES NO							
Have you ever been convicted of a crime? YES NO; If yes, state when, where and the nature of the conviction. Conviction of an offence is not an automatic bar to employment. All circumstances will be considered, including the nature of the crime and the length of time since conviction.							
Have you been an employee of any school in the past? YES NO If Yes, list dates of employment and position:							

Name and Type of School	City and State of School	Course Study and Degree Achieved or # of Credit Hours Completed	Date of last attendance or graduation			
High School						
Junior College						
College						
Graduate School						
Education – List education, Formal Training, Licenses, and Degrees related to the position sought.						
List professional licenses,	certifications and/or endo	rsements:				
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Are you licensed to teach in the state of Utah? Yes No
License Number: License Area(s):
Date License Expires://
If no, are you licensed out of state?  Yes No If yes, list state:

<u>Employment Data</u>: List employment starting with your most recent position. Explain any gaps in employment history. If you need more space, use an additional piece of paper. May we contact your current supervisor?  $\Box$  Yes  $\Box$  No

Dates	Name and Address of Employer	Position Supervisor	Major Duties	Wages	Reason for leaving
From		Job Title: Supervisor Name:		Starting: \$ Hourly Salary	
To:		Telephone Number:		Ending: \$ Hourly Salary	_
From:		Job Title: Supervisor Name:		Starting: \$ Hourly Salary	
To:		Telephone Number:		Ending: \$ Hourly Salary	
From:		Job Title: Supervisor Name:		Starting: \$ Hourly Salary	
To:		Telephone Number:		Ending: \$ Hourly Salary	

## PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING THIS APPLICATION FORM:

I authorize investigation of all statements in this application, my attached resume, or other attachments. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without previous notice. I hereby give Vanguard Academy initiative permission to contact schools, previous employers (unless otherwise indicated), references and others. I further authorize the company complete a criminal background check. I hereby release Vanguard Academy from any liability as a result of such contacts, inquires or records in order to ascertain my qualifications and fitness for employment.

I understand that this application for employment is not a contract and is not intended to confer or create contractual rights of any kind or nature. If employed, employment is on an at-will basis and may be terminated at any time and for any reason with or without cause, by either the employee or the school.

I understand that in accordance with the Immigration Reform and Control Act of 1986 that I will need to provide the school with appropriate documentation certifying my identity and eligibility to work within the United States. I understand that I will need to provide this documentation in order to be employed by the school.

**Applicants Signature** 

Vanguard Academy is an equal opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, national origin, age, physical or mental handicap, sexual orientation, gender identity or expression, or other category protected by law.