

Starmont employee who referred you: _____

***STARMONT COMMUNITY
SCHOOL DISTRICT
Certified Application for Employment***

FULL NAME _____
LAST FIRST MIDDLE DATE

OTHER NAME(S) _____
PLEASE PROVIDE ANY OTHER NAMES YOU HAVE USED AT ANY TIME

CURRENT ADDRESS _____
STREET CITY STATE ZIP

HOW LONG AT CURRENT ADDRESS: FROM: _____ TO: _____

PREVIOUS ADDRESS _____

E-MAIL ADDRESS _____

TELEPHONE HOME: _____ CELL _____

SOCIAL SECURITY # _____

NOTE: SOCIAL SECURITY NUMBER IS OPTIONAL AND FAILURE TO SUBMIT IT ON THIS FORM WILL NOT PROHIBIT EMPLOYMENT CONSIDERATION. SOCIAL SECURITY NUMBER MAY BE REQUIRED ON OTHER FORMS BEFORE EMPLOYMENT.

POSITION APPLYING FOR _____

INDICATE PREFERENCE: FULL-TIME PART-TIME SUBSTITUTE

DATE AVAILABLE FOR EMPLOYMENT _____

DRIVER'S LICENSE NUMBER (IF REQUIRED FOR POSITION): _____

IMPORTANT ADDITIONAL REQUIREMENTS

1. In addition to completing this application, you should provide a copy of your applicable teaching certificate or skill certification and all college transcripts (unofficial acceptable at this point).
2. Upon receipt of a conditional offer of employment, the applicant must provide a complete original transcript of credits and certification of employment eligibility in the United States.

Do you know any Starmont board member or employee, if yes, describe the relationship. YES: NO:

EMPLOYMENT EXPERIENCE: (LIST CHRONOLOGICALLY STARTING WITH MOST RECENT)¹

NAME OF EMPLOYER INSTITUTION/LOCATION	POSITION HELD ²	DATES (FROM/TO)	FT/PT	REASON FOR LEAVING	SUPERVISOR

EDUCATIONAL PREPARATION (LIST CHRONOLOGICALLY STARTING WITH MOST RECENT)

EDUCATION	NAME OF SCHOOL OR UNIVERSITY/LOCATION	MAJOR	WAS A DEGREE OBTAINED? Y/N IF NOT, NUMBER OF HOURS EARNED.	TYPE OF DEGREE EARNED ³	START/END DATE
High School					
College/University					

(SPECIAL TRAINING OR INSTRUCTION AND/OR CERTIFICATION NOT LISTED ABOVE)

INSTITUTION/LOCATION/COMPANY	COURSE OR PROGRAM	CREDIT EARNED (IF ANY)

CERTIFICATION

WHAT TEACHING CERTIFICATE DO YOU HAVE? _____
 WHAT IS YOUR IOWA FOLDER NUMBER? _____
 WHAT ENDORSEMENT(S) DO YOU HAVE? _____
 WHAT APPROVAL(S) DO YOU HAVE? _____

¹ Attach additional pages if necessary/list all employment experience.

² If teaching, provide grades and/or subject's taught (specify).

³ Educational Attainment: Associate Degree (AA or AS), Educational Specialist Degree (ESD), Bachelor's Degree (BS or BA), Master's Degree (MA or MS), Doctorate Degree (Ph.D), Others

EXTRACURRICULAR ACTIVITIES

NOTE: INDICATE THE NUMBER OF YEARS OF EXPERIENCE IN THE ACTIVITIES LISTED BELOW. INDICATE ACTIVITIES FOR WHICH YOU ARE QUALIFIED AND WILLING TO COACH/SPONSOR BY CIRCLING THE NAME OF THE ACTIVITY.

EXTRACURRICULAR ACTIVITY	EXPERIENCE		
	HIGH SCHOOL	COLLEGE	CONTRACT
FOOTBALL			
BASKETBALL			
WRESTLING			
BASEBALL			
SOFTBALL			
VOLLEYBALL			
TRACK			
CROSS COUNTRY			
GOLF			
ANNUAL			
SPEECH			
CHEERLEADING			
FBLA			
FHA			
STUDENT GOVERNMENT			
NATIONAL HONOR SOCIETY			
DANCE			

DO YOU HAVE A VALID COACHING AUTHORIZATION? Yes No
 IF YES, FOR WHAT POSITIONS?

REFERENCES & SUPERVISOR INFORMATION

IT IS THE APPLICANT'S RESPONSIBILITY TO HAVE THE FOLLOWING INFORMATION PROVIDED TO STARMONT COMMUNITY SCHOOL DISTRICT TO BE CONSIDERED FOR EMPLOYMENT.

PROVIDE THE NAMES OF YOUR THREE MOST RECENT SUPERVISORS AND TWO PROFESSIONAL REFERENCES.

I. SUPERVISORS

1.

NAME/POSITION			
WORK PHONE		HOME PHONE	
ADDRESS			
E-MAIL			

2.

NAME/POSITION			
WORK PHONE		HOME PHONE	
ADDRESS			
E-MAIL			

3.

NAME/POSITION			
WORK PHONE		HOME PHONE	
ADDRESS			
E-MAIL			

II. REFERENCES

1.

NAME/POSITION			
WORK PHONE		HOME PHONE	
ADDRESS			
E-MAIL			

2.

NAME/POSITION			
WORK PHONE		HOME PHONE	
ADDRESS			
E-MAIL			

Is a placement file being sent?

YES: NO:

BACKGROUND CHECK INFORMATION:

In addition to the following information, a thorough background check may be made at the option of the Starmont Community School District.

“YES” answers to the following questions will not necessarily result in denial of employment. We will consider all the circumstances, including the date and nature of events that led to the actions described below. Your written explanation will assist us in determining your eligibility and suitability for employment. Please note that your failure to provide complete, truthful and accurate information will most likely lead to Starmont Community School District not hiring you and/or, if you are hired, terminating your employment upon the discovery of the incorrect, false or inaccurate information.

- A. Have you ever been convicted of, admitted committing, pleaded no contest, or are you awaiting trial for any crime (excluding only minor traffic violations that do not involve any allegations of alcohol, drugs, or reckless driving) or have any civil charges previously or pending involving allegations of child abuse or spousal abuse? You must answer “YES” even if the matter was later dismissed, deferred, reversed, or vacated. If you answer “YES” to any of the following, on a separate sheet of paper attach and provide an explanation including dates of the proceedings, the name and address of the court and/or employer or licensing body where the proceedings occurred, a statement of the accusation against you and the final disposition of the matter.

No

Yes, attach a separate sheet for explanation

- B. Have you ever been dismissed (fired) from any job, or resigned at the request of or pressure from your employer, or left employment while charges or an investigation of your behavior was pending or been refused tenure, reappointment or continuing contract from any employer? You must answer “YES” even if the matter was later resolved with any form of settlement or severance agreement, regardless of the terms. If you answer “YES” you must provide the date of termination or resignation and other action concerning tenure, reappointment or continuing contract denial, and the name, address and telephone number of the employer(s) and a statement of the alleged reasons for termination or resignation.

No

Yes, attach a separate sheet for explanation

- C. Have you ever had any license or certificate of any kind (teaching certificate or other professional license) revoked, suspended, or reprimanded, or have you in any way been sanctioned, or is any charge or complaint now pending against you before any licensing, certification or other regulatory agency or body, public or private? If you answer “YES” you must provide the dates of proceedings, name, address and telephone number of the agency or body or employer and where proceedings took place, a statement of the accusations against you, the final disposition and/or current status of the charge or complaint.

No

Yes, attach a separate sheet for explanation

TO WAR-TIME VETERANS: Special Notice - Voluntary Information:

Iowa Code Chapter 35C requires public employers to inquire whether applicants' served in the military or naval forces during wars or armed conflicts. If an applicant meets certain eligibility criteria, they may be entitled to preference in employment. Please indicate below whether you wish Starmont Community School District to determine whether you are qualified for this preference.

No Yes, please fill out the page entitled *Voluntary Information War Time Veteran*

VERIFICATION STATEMENT

I hereby certify that the information in this Application for Employment is true, correct, and complete to the best of my knowledge. I certify that I have answered all questions to the best of my ability and I have not withheld any information that would unfavorably affect my application for employment.

I also understand and acknowledge that if I am employed by Starmont Community School District that any misrepresentation or omission of any fact whenever discovered in my application, resume or any other materials, or during any interviews, may be the cause for my rejection from employment or may result in my subsequent dismissal if I am hired.

I also understand that if I accept a position with Starmont Community School District, the statements on this application will become part of my permanent record.

I also understand that an offer of employment is conditioned upon the completion of a satisfactory background check which may include, but is not limited to the following: educational verification, background information, criminal, child abuse registry, and a department of transportation (DOT) driving record verification (if a driver's license is required for the position applied). I also understand and agree that with my signature on this document I give permission to Starmont Community School District to conduct: 1) Criminal History Records Check, 2) Child Abuse Registry Check, 3) a Driver's Record Check, 4) education verification, and 5) background information. Finally, I acknowledge and understand that before an offer of employment would be made, I would have to agree to and sign a Background and Employment Information Authorization and Release.

SIGNATURE OF APPLICANT

DATE

The Starmont Community School District does not intentionally discriminate on the basis of sex, race and color, national origin, religion and creed, age, marital/parental status, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, or socioeconomic status or familial status in its educational programs, activities, or employment practices, or as otherwise prohibited by statute or regulation. If you believe such discrimination has occurred and want to receive more information about the grievance procedure, please contact the Superintendent/Equity Coordinator at 3202 40th Street, Arlington, Iowa 50606 or call (563) 933-4598.

**STARMONT COMMUNITY SCHOOL DISTRICT
3202 40TH STREET
ARLINGTON, IOWA 50606**

VOLUNTARY INFORMATION — VETERAN

If an applicant meets certain eligibility criteria, and there are no other applicants with greater qualifications, an eligible and qualified veteran may be entitled to preference in employment under Iowa Code §35C.1. A veteran is an individual who meets the definition set forth in Iowa Code §35.1.

If the applicant indicates below that he/she is a veteran, the District may perform a background check into the applicant’s military service record for verification of eligibility under Chapter 35C.

Refusal to provide this information will not adversely affect your consideration for employment. If you wish to be identified as a veteran, please check any of the categories indicated below that are applicable to your status as a veteran.

I AM AN HONORABLY DISCHARGED CITIZEN AND RESIDENT OF THE STATE OF IOWA, WHO SERVED IN THE ARMED FORCES OF THE UNITED STATES AT SOME TIME DURING THE FOLLOWING DATES:

	<u>World War II</u> from December 7, 1941 through December 31, 1946 or a former member of the active, oceangoing merchant marines who served at any time within those dates and was honorably discharged or a former member of the women's air force service pilots or another person who has been conferred veterans status based on my civilian duties during World War II in accordance with federal Pub. L. No. 95-202, 38 U.S.C. § 106.
	<u>Korean conflict</u> from June 25, 1950 through January 31, 1955 or a former member of the armed forces of the United States and a portion of my time of enlistment occurred within those dates, but I instead opted to serve five years in the reserve forces of the United States, as allowed by federal law, and I was discharged under honorable conditions.
	<u>Vietnam conflict</u> from February 28, 1961 through May 7, 1975.
	<u>Lebanon or Grenada service</u> from August 24, 1982 through July 31, 1984.
	<u>Panama service</u> from December 20, 1989 through January 31, 1990.
	<u>Persian Gulf conflict</u> from August 2, 1990 and ending on the date specified by the President or Congress of the United States as the date of permanent cessation of hostilities.

I am a former member of:

	the <u>reserve forces of the United States</u> who served at least twenty years in the reserve forces after January 28, 1973, and who was discharged under honorable conditions.
	the <u>reserve forces of the United States</u> who completed a minimum aggregate of 90 days of active federal service, other than training, and was discharged under honorable conditions, or was retired under Title X of the U.S. Code.
	the <u>Iowa national guard</u> who served at least twenty years in the Iowa national guard after January 28, 1973, and who was discharged under honorable conditions.
	the <u>Iowa national guard</u> who was activated for federal duty, other than training, for a minimum aggregate of 90 days, and was discharged under honorable conditions or was retired under Title X of the United States Code.

The undersigned, _____, applicant hereby authorizes any veteran, military, or other government agency to provide information which is necessary to verify applicant’s eligibility for veterans preference to Starmont Community School District, 3202 40th Street, Arlington, IA 50606. Any information acquired by the Starmont Community School District under this authorization shall be for their confidential use only. Furthermore, the Starmont Community School District will use the information acquired under this authorization solely to determine the applicant’s eligibility for a veterans preference only in the position applied for.

APPLICANT’S SIGNATURE	DATE