

Mail To: SAU #88
84 HANOVER ST.
LEBANON, NH 03766

S A U #88

DISTRICT: _____

APPLICATION FOR EMPLOYMENT
Pre Employment Questionnaire - An Equal Opportunity Employer

Personal Information

Name: _____ Date: _____
Last First Middle Soc. Sec. # _____
Present Address: _____
Street City State Zip
Permanent Address: _____
Street City State Zip
Phone # _____ E-mail address _____ Are you 18 years or older? yes _____ no _____
Are you either a U.S. citizen or an alien authorized to work in the U.S.? yes _____ no _____

Employment Desired

Position _____ Date you can start _____ Salary Desired _____
Are you employed now? _____ If so, may we inquire of your present employer? _____
Ever employed by the Lebanon School District before? _____ Where? _____ When? _____

If applying for a teaching position, please enter status of your certification: Areas of Certification _____
Issuing State _____ Date Issued _____

PLEASE ATTACH COPIES OF ALL TEACHING CERTIFICATES

If applying for a teaching position, list, in order of preference, the grades, subjects and/or positions for which you are applying:
1. _____ 2. _____ 3. _____

If applying for a teaching position and you have not been previously employed in a teaching position, please complete the following:
STUDENT OR PRACTICE TEACHING: Grade or Subjects Taught _____
Name and Address of School _____ College Supervisor and Cooperating Teacher _____

Education

Name and Location of School	# of Years	Did you Graduate?	Subjects Studied
High School _____			
College _____			
Trade, Business, Correspondence School _____			

PLEASE ATTACH COPIES OF ALL COLLEGE/UNIVERSITY AND GRADUATE STUDY TRANSCRIPTS

General

Subjects of Special Study or Research Work _____
Special Skills _____

Activities (Civic, Athletic, etc.) _____
(Exclude organizations, the name of which indicates the race, creed, sex, age, marital status, color or nation of origin of its members)

Please list activities that you are qualified to supervise or coach: _____

U. S. Military Service _____ Rank _____ Present Membership in National Guard or Reserve: Yes _____ No _____ Location _____
Type of Discharge _____

Have you ever been arrested or convicted of a crime that has not been annulled by a court? Yes _____ No _____ If yes, Please explain _____

Have you ever been fired, dismissed or non-renewed from any job for any reason? Yes _____ No _____
Have you quit a job after being notified that you would be fired, dismissed or non-renewed, or after being notified that you would be recommended for firing, dismissal or non-renewal? Yes _____ No _____
Have you ever been professionally disciplined in any state? Yes _____ No _____
Are you subject to any visa or immigration status which would prevent lawful employment? Yes _____ No _____
Note: Is you answered "Yes" to any of the above questions, please provide a detailed explanation on a separate sheet of paper, including dates, and attach it to this application. Please print and sign your name on the sheet, and include your social security number.

Former Employers (List your last three employers below, starting with the last one first.)

Date	Month and Year	Name and Address of Employer	Salary	Position	Reason for Leaving	Phone #
From _____ To _____						
Name and address of Immediate Supervisor and Name of Person in Charge of Hiring/Firing						
From _____ To _____						
Name and address of Immediate Supervisor and Name of Person in Charge of Hiring/Firing						
From _____ To _____						
Name and address of Immediate Supervisor and Name of Person in Charge of Hiring/Firing						

References: Give the names of three persons, not related to you, whom you have known at least one year.

Name	Address	Business	Phone Number	Years Acquainted
1. _____				
2. _____				
3. _____				

In Case of
Emergency Notify: _____

Name	Address	Phone #
_____	_____	_____

PLEASE INCLUDE THREE (3) LETTERS OF RECOMMENDATION WITH THIS APPLICATION

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all these statements and the reference listed above to give you any and all information concerning my previous employment. You are authorized access to pertinent information they may have, and I release all parties from liability for any damage that may result from furnishing same to you.

Date: _____ Signature: _____

Do Not Write Below This Line

Interviewed by: _____ Date: _____
Remarks: _____

References checked by: _____ Date: _____

Date: _____ Number Checked: _____ ATTACH REFERENCE CHECK FORMS: _____

Names: _____ By Phone: Yes ___ no ___ By Mail: yes ___ no ___

_____ By Phone: Yes ___ no ___ By Mail: yes ___ no ___

_____ By Phone: Yes ___ no ___ By Mail: yes ___ no ___

Responses: _____

Any Adverse Information Disclosed? yes ___ no ___

Date of Employment Offer: _____ Position: _____ School: _____

Salary/Wage _____ Bargaining Unit _____ Date Reporting to Work _____

Approved: 1. _____ 2. _____
Immediate Supervisor/Principal Superintendent

Date: _____

Criminal Records Check _____

(application-job)