

Date _____

Willows Unified School District

Classified Job Application

POSITION APPLYING FOR _____

Name _____

Mailing Address _____

City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____

E-mail _____

When can you start? _____

EDUCATION

Name of High School _____

Highest Grade Completed _____

Graduated GED

1. Name of College/University/School _____

Major/Field of Study _____

Semester Units _____ Quarter Units _____

Degree Awarded _____

2. Name of College/University/School _____

Major/Field of Study _____

Semester Units _____ Quarter Units _____

Degree Awarded _____

3. Name of College/University/School _____

Major/Field of Study _____

Semester Units _____ Quarter Units _____

Degree Awarded _____

Are you No Child Left Behind (NCLB) Compliant (Instructional Aides)? Yes No

List languages, other than English, that you are familiar with:

Language _____ Read Speak Write Fluent Some

WORK EXPERIENCE

List Most Current Employment First

1. Employer _____
Date From _____ To _____
 Please don't contact
Address _____
Name of Immediate Supervisor _____ Phone _____
Supervisor Job Title _____
Your Job Title _____
Hours/Week _____
Job Duties _____

Reason For Leaving _____

2. Employer _____
Date From _____ To _____
 Please don't contact
Address _____
Name of Immediate Supervisor _____ Phone _____
Supervisor Job Title _____
Your Job Title _____
Hours/Week _____
Job Duties _____

Reason For Leaving _____

3. Employer _____
Date From _____ To _____
 Please don't contact
Address _____
Name of Immediate Supervisor _____ Phone _____
Supervisor Job Title _____
Your Job Title _____
Hours/Week _____
Job Duties _____

Reason For Leaving _____

PROFESSIONAL REFERENCES

1. Name _____
Organization/Company _____
Phone _____
Title _____
Email _____

2. Name _____
Organization/Company _____
Phone _____
Title _____
Email _____

3. Name _____
Organization/Company _____
Phone _____
Title _____
Email _____

LEGAL INFORMATION

The following information is **REQUIRED** for your application to be considered. Your answers will not necessarily disqualify you from consideration, except for affirmative responses to certain enumerated sex and/or drug convictions and/or convictions for committing serious and/or violent felonies.

EXPLAIN ALL "YES" ANSWERS IN THE BOX BELOW THE QUESTION.

1. Have you ever been convicted of a felony or misdemeanor, or do you currently have a felony or misdemeanor charge pending? Convictions include a plea of guilty, nolo contendere (no contest) and/or a finding of guilty by a judge or a jury, or a conviction that has been judicially dismissed or ordered sealed, including 'expungement' granted pursuant to Penal Code section 1203.4. (Note: Exclude convictions related to the use of marijuana that are over two years old)

YES NO

If "Yes," list all convictions including, but not limited to convictions for "driving under the influence," and convictions for sex and/or drug offenses listed in California Education Code Sections 44010 and 44011, except for convictions related to marijuana if it is more than two years after the date of the conviction. Include any serious or violent felony conviction in any state or jurisdiction as enumerated in California Penal Code sections 667.6(c) and 1192.7(c).

1: California Labor Code section 432.8 prohibition on asking about marijuana convictions does not apply to Health and Safety Code section 11359 (possession of marijuana for sale) and Health and Safety Code section 11378 (possession of a specific controlled substance). These convictions must be disclosed.

2. Have you ever been dismissed or asked to resign from any position?

YES NO

If you answered "Yes", please explain below.

3. If you need a reasonable accommodation to participate in the hiring process, Willows Unified School District will provide you with one upon notice.

4. My submission of this application authorizes Willows Unified School District to conduct a background investigation and authorizes release of information in connection with my application for employment. This investigation may include such information as criminal or civil convictions, driving records, previous employers and educational institutions, personal references, professional references, and other appropriate sources. I waive my right of access to any such information, and without limitation hereby release Willows Unified School District and reference source from any liability in connection with its release or use. I waive my right of access to any such information, and without limitation hereby release Willows Unified School District and reference source (except in relation to prior contractual agreements, public policy, legal/labor/education code, former employers and their agents or employees, as provided by law) from any liability in connection with its release or use. This release includes the sources cited above and specific examples as follows: the local law enforcement agencies, information from the Central Criminal Records Exchange or either data on all criminal convictions or certification that no data on criminal convictions are maintained, information from the California or other State Department of Social Services Child Protective Services Unit and any locality to which they may refer for release of information to any findings of child abuse or neglect investigations involving me.

Furthermore, I certify that I have made true, correct and complete answers and statements on this application in the knowledge that they may be relied upon in considering my application, and I understand that any omission or falsely answered statement made by me on this application, or any supplement to it will be sufficient grounds for failure to employ or for my discharge should I become employed with Willows Unified School District.

Signature _____ **Date** _____