



Last name	First name	Middle	Date
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Mailing address	Phone #1
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Email address	Phone #2
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List other names known by	Phone #3
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List languages you speak fluently (other than English): _____

List languages you read/write fluently (other than English): _____

Position(s) you are applying for _____

* We ask that you are thorough in providing the required information. If your resume includes the information requested below, there is no need to duplicate that information on this application.

***License types (if applicable)**

State	License Type	License Title	Expected	Expires	Endorsements/Authorizations

***Education**

HS/College/Univ.	State	Field of study	Diploma/Degree	Start Mo./Yr.	End Mo./Yr

Skills/Training

Type	Description

***Employment History (Please give a complete chronological account since adulthood including military experience). Attach an additional sheet if needed.**

Employer	City/State	Position	Start Date (Mo./Yr.)	End Date (Mo./Yr.)	Reason for change

List any special skills, experiences, or relevant organizational affiliations, interests, or hobbies

Type	Description

References – Please list at least three professional references (not personal friends or family) who have first hand knowledge of your character, personality, and ability to perform the duties of this position.

Name	W. Phone	-or- H. Phone	Position/Title

Please list any board members or District employees you are related to.



Are you presently employed? yes no If no, explain _____

Will you give notice to your present employer? yes no

May we contact your present employer for a reference? yes no

Do you have a valid OREGON drivers license? yes no

Drivers License Number _____ Class _____

Have you applied for work at this school district before? yes no

If yes, when _____

Have you previously been an employee of this district? yes no

If yes, when _____

Are you a veteran? yes no

Are you a disabled veteran? yes no

United States and Oregon State Questions

Are you a USA citizen or otherwise legally authorized to work in the USA?	Yes	No
Is your physical/mental health condition such that you can fulfill the essential job function of the work for which you are applying, either with or without reasonable accommodation?	Yes	No
Have you ever left any employment, voluntarily or involuntarily, while the subject of an inquiry, review or investigation of alleged misconduct, alleged violation of professional standards of conduct, or when you had reason to believe such an investigation was imminent?	Yes	No
Are you currently the subject of an inquiry, review or instigation for alleged misconduct or alleged violation of professional standards of conduct?	Yes	No
Have you ever failed to complete a contract for educational services in any educational or school related position, or failed to complete a contract for educational services in any educational or school related position for any alleged misconduct, alleged violation of professional standards of conduct or been placed on leave by your employer or left such employment prior to the end of the contract term?	Yes	No
Have you ever had a professional certificate, credential or license of any kind revoked or suspended, or have you been placed on probationary basis for any alleged misconduct or alleged violation of professional standards or conduct?	Yes	No
Have you ever surrendered a professional license of any kind before its expiration?	Yes	No
Have you ever been disciplined by any public agency responsible for licensure of any kind, including but not limited to educational licensure	Yes	No
Question ID: ORQ008 Have ever been convicted or been granted conditional discharge by any court for: a) any felony, b) misdemeanor, or c) any major traffic violation, such as; driving under the influence of intoxicants or drugs; reckless driving; fleeing from or attempting to elude a police officer; driving while your license was suspended, revoked, or used in violation of any license restriction, or for failure to perform the duties of a driver or witness at an accident?	Yes	No

Explanation

Black Butte School District is an equal opportunity employer. Black Butte School District employs persons in both traditional and non-traditional jobs and is committed to ensure there is not discrimination against any person based on race, color, gender, sexual orientation, religion, national origin, physical or mental disability, marital status or age except in positions where a bona fide occupational qualification exists.

Black Butte School District provides qualifying veterans and disabled veterans with preference in employment in accordance with ORS 408.225, 408.230, and 408.235.

Agreement and Acknowledgment: All information provided by me is true and correct to the best of my knowledge. I understand that omission or misrepresentation may result in the rejection of my application or, if employed, may result in subsequent dismissal.

Applicant Signature

Date

Criminal History Records Check and Fingerprinting

I understand that criminal history records checks and fingerprinting are required by Oregon Law and by Black Butte School District 41 Board Policy. Notification by the Oregon Superintendent of Public Instruction, or his or her designee, or by the Oregon State Board of Education or the Teachers Standards and Practices Commission that an individual has been convicted of, or has made a false statement as to the conviction of any crimes, will terminate employment or contract status immediately. An individual terminated may appeal the action taken by the District as a result of such check in accordance with procedures established by law or Board Policy. I understand that should I refuse to consent to criminal history records check or refuse to be fingerprinted; the District shall terminate me from employment or contract status immediately. Individuals who have successfully completed an Oregon, FBI and ODE criminal history records check by a previous Oregon school district and have not since resided outside Oregon may be exempt from this requirement.

If offered employment, I agree to the criminal history records check and fingerprinting as explained above.

Print Name

Applicant Signature

Date