



OKANOGAN SCHOOL DISTRICT

P.O. Box 592
Okanogan, WA 98840

District Employment Application

Applicant Information

Full Name				Date	
	Last	First	M.I.		
Address					Apartment #
	Street Address				
Phone					
Date Available					
Position Applied for:	Email Address:				

	Yes	No		Yes	No
Are you a citizen of the United States?	<input type="checkbox"/>	<input type="checkbox"/>	If no, are you authorized to work in the U.S.	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever worked for this district?	<input type="checkbox"/>	<input type="checkbox"/>	If yes, when?		
Have you ever been convicted of a felony?	<input type="checkbox"/>	<input type="checkbox"/>			

The following sections are optional if included on resume.

Education

High School			Address		
From		to	Did you graduate?		
College			Address		
From		to	Did you graduate?		
Other			Address		
From		to	Did you graduate?		

References

Please list three professional references.				
Full Name:			Relationship	
Company			Phone	
Full Name:			Relationship	
Company			Phone	
Full Name:			Relationship	
Company			Phone	

Previous Employment

Company				Phone		
Address				Supervisor		
Job Title			Beg. Salary			End Salary
From		to	Reason for Leaving:			
Responsibilities						
May we contact your previous supervisor for a reference?						
Company				Phone		

Okanogan School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal, and provides equal access to the Boy Scouts and other designated youth groups.

Specific complaints of alleged discrimination under Civil Rights or Title IX should be referred to: Steve Quick, Superintendent, squick@oksd.wednet.edu and Section 504 should be referred to: Angela Rolfe, Special Education Director, arolfe@oksd.wednet.edu. P.O. Box 592, Okanogan, WA 98840 (509) 422-3629.



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Address				Supervisor		
Job Title				Beg. Salary	End Salary	
From		to		Reason for Leaving:		
Responsibilities						
May we contact your previous supervisor for a reference?						

Company				Phone		
Address				Supervisor		
Job Title				Beg. Salary	End Salary	
From		to		Reason for Leaving:		
Responsibilities						
May we contact your previous supervisor for a reference?						

Military Service

Branch				From		to	
Rank at Discharge:				Type of Discharge:			
If other than honorable, please explain:							

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may lead to termination.

Signature:

Date:

Background Information

All applicants must complete and submit this supplement.

Full Name					
	Last	First	M.I.	Former	
Address					
	Mailing/Street Address	City	State	Zip	
Social Security Number			DOB:		

Do you currently hold a Washington Educator License?			
State or Jurisdiction?			
Do you currently hold or have ever held a professional certificate, license, or other credential in any other field? If yes, please provide the state or jurisdiction.			
Type of License:			Certificate Number
Issue Date			Expiration Date



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Please select your racial or ethnic background from the following options:

1. Asian
2. Black or African American
3. Hispanic or Latino
4. White
5. Native American or Alaska Native
6. Native Hawaiian or Other Pacific Islander
7. Multiracial (please specify in the next question)
8. Prefer not to disclose

Answer each of the following questions by checking Yes or No. If your answer to any is Yes, give explanation.		
	Yes	No
Have you ever had a certificate revoked, suspended or denied, or have you voluntarily relinquished a teaching certificate to avoid revocation procedure? If so, name of State:	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever been found by a court in a domestic relations proceeding under Title 26 RCW to have sexually abused or exploited any minor or to have physically abused any minor?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever been found in any disciplinary board final decision to have sexually abused or exploited any minor or to have physically abused any minor?	<input type="checkbox"/>	<input type="checkbox"/>
Have you been in the last seven years, released from prison or convicted of any offense that involved drugs, embezzlement, or fraud?	<input type="checkbox"/>	<input type="checkbox"/>
*A fingerprint check will be required prior to employment and a background check by the Washington State Patrol and FBI will be completed.		



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Release of Information: I am seeking employment with Okanogan School District. I hereby expressly and voluntarily authorize the release of any and all information of a confidential or privileged nature, including confidential criminal justice information, to the Okanogan School District and its agents.

I understand and agree that such information may be necessary for the evaluation of my application for employment in Okanogan School District.

I release the Okanogan School District and any agency, court, organization, company, institution, or person furnishing this information from any liability for damage that may result from any dissemination of the information requested. My signature below confirms this consent.

I hereby declare under penalty of perjury the information included in or with this supplement is true, correct, and complete to the best of my knowledge. In signing this application, I am aware that a false statement of material fact, misrepresentation, or omission of material fact in or with the application may lead to the denial, revocation, or suspension of the license I am seeking.

I authorize my former employer(s), school(s) and personal reference(s) and any other individual or organization to provide any information solicited by the company. I hereby release those persons or entities from all liability for providing such information.

Applicant Signature	Date

Return all application materials to Brandy Williams, District Secretary, Okanogan School District, P.O. Box 592, Okanogan, WA 98840. bwilliams@oksd.wednet.edu.

Completed Application consists of:

- Letter of Interest
- District Application
- Resume
- Official Transcripts
- Three Letters of Recommendation (Teachers Only)
- Copy of WA State Teaching Certificate (Teachers Only)