Seattle Country Day School
Employment Application

Personal Information

Name

Date

Address

E-mail Address

Phone

What position are you applying for?

How did you hear about this position?

Are you 18 years of age or older?

- ◯ Yes
- ◯ No

Are you eligible to work in the US?

- ◯ Yes
- ◯ No

Are you able to perform the essential functions for the job for which you are applying, with or without a reasonable accommodation?

- ◯ Yes
- ◯ No

Salary Requirement

Date available

Education

College or University

City and State

Date of graduation

Or years left to graduate

Degree received and Major

College or University

City and State

Date of graduation

Or years left to graduate

Degree received and Major

College or University

City and State

Date of graduation

Or years left to graduate

Degree received and Major

Other School

City and State

Date of graduation

Or years left to graduate

Degree received and Major

Teaching Certification - Type of Certificate

Date Issued

Expiration Date

Has your certificate ever been denied, suspended or revoked? If yes, explain.

- ◯ Yes
- ◯ No

Other credentials/licenses/professional affiliations which are relevant to the position for which you are applying.

Employment History

Begin with your current or most recent employer. If you held multiple positions with the same organization, detail each position separately. Add additional pages if necessary. Do not complete this information with the notation "See Resume". Seattle Country Day School reserves the right to contact all current and former employers for reference information.

Organization name

Organization address

Date of employment from:

Date of employment to:

◯ full-time
◯ part-time

If part-time, hours per week

Title

Supervisor's name and title

Supervisor's email

Supervisor's phone number

Other contact in organization name and title

Other contact email

Other contact phone number

Primary duties

Reason for leaving

Organization name

Organization address

Date of employment from:

Date of employment to:

If part-time, hours per week

Title

○ full-time

○ part-time

Supervisor's name and title

Supervisor's email

Supervisor's phone number

Other contact in organization name and title

Other contact email

Other contact phone number

Primary duties

Reason for leaving

Organization name

Organization address

Date of employment from:

Date of employment to:

If part-time, hours per week

Title

○ full-time

○ part-time

Supervisor's name and title

Supervisor's email

Supervisor's phone number

Other contact in organization

Other contact email

Other contact phone number

Primary duties

Reason for leaving

Organization name

Organization address

Date of employment from:

Date of employment to:

If part-time, hours per week

Title

○ full-time

○ part-time

Supervisor's name and title

Supervisor's email

Supervisor's phone number

Other contact in organization

Other contact email

Other contact phone number

Primary duties

Reason for leaving

References

Name

Company/Organization/Occupation

E-mail Address

Phone

Years known

Name

Company/Organization/Occupation

E-mail Address

Phone

Years known

Name

Company/Organization/Occupation

E-mail Address

Phone

Years known

Seattle Country Day School provides equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, sex, age, national origin, citizenship, veteran, military, or marital status, disability, genetic information, sexual orientation, gender expression/identity, pregnancy (including childbirth and related medical conditions), or any other status protected by applicable law. SCDS will not tolerate discrimination or harassment based on any of these characteristics. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfers, leaves of absence, compensation, and training.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for Seattle Country Day School to hire me. If I am hired, I understand that either Seattle Country Day School or I can terminate my employment at any time and for any reason, other than a reason prohibited by law, with or without cause and without prior notice. I understand that no representative of Seattle Country Day School has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to Seattle Country Day School true and complete information on this application. No requested information has been concealed. I authorize Seattle Country Day School to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate termination.

Signature

Date