

EMPLOYMENT EXPERIENCE

1. Employer _____ Employment Dates: From _____ To _____

Address _____

Position _____ Reason for Leaving _____

Supervisor _____ Phone Number _____

Salary/Wage _____

Give a brief description of the job duties you successfully fulfilled: _____

2. Employer _____ Employment Dates: From _____ To _____

Address _____

Position _____ Reason for Leaving _____

Supervisor _____ Phone Number _____

Salary/Wage _____

Give a brief description of the job duties you successfully fulfilled: _____

3. Employer _____ Employment Dates: From _____ To _____

Address _____

Position _____ Reason for Leaving _____

Supervisor _____ Phone Number _____

Salary/Wage _____

Give a brief description of the job duties you successfully fulfilled: _____

May we contact your current employer(s)? _____ YES _____ NO

The following clearances are required if you should be hired: Criminal Record Check (Act 34), Child Abuse History Clearance (Act 151), FBI Federal Criminal History Record Check (Act 114) Arrest/Conviction Report (Act 24), and Recognizing and Reporting Child Abuse Certificate (Act 126). Attach any copies you may currently have.

I certify that the information I have provided on this application is true and correct to the best of my knowledge and further, that if I am employed, I understand that any falsified statement on this application shall be considered sufficient cause for dismissal.

Signature of Applicant

Date

Clearances Needed with Application

There are 3 clearances must be completed and submitted with your application. The 3 clearances that you need to have completed are Act 34 (PA Criminal), Act 151 (PA Child Abuse) and Act 114 (FBI). You are responsible for the payment of these clearances.

You can use the links on the Pottsville Area School District website to complete the Act 34 and Act 151 clearances for school employment. These links can be found on the Pottsville Area School District website, Our District, Employment Opportunities, Clearances. Clearances done for Volunteer purposes will not be accepted. The paper versions of the Act 34 and Act 151 clearances are also available on the website.

How to Obtain Clearances

1. PA Criminal (Act 34) – <https://epatch.state.pa.us/>
 - Please click the link “Submit a New Record Check”
 - Payment – There is a fee of \$22.00
2. Child Abuse (Act 151) - www.compass.state.pa.us/cwis/Public/home
 - First time users must first create a new account
 - Payment – There is a fee of \$13.00
3. FBI (Act 114) – <https://uenroll.identigo.com>
 - You will need the code **1KG6XN**
 - An appointment will need to be made through the website or by calling (570)628-5761. You will need to go to Lifelong Learning Center at 2221 West Market Street in Pottsville (next to Boyers on Market Street)-Please bring in results or email your receipt to rscharadin@pottsville.k12.pa.us with your UEID number on it and we can look up your results.
 - Payment – There is a fee of \$26.20