

APPLICATION FOR EMPLOYMENT

Mackay School District 182
 PO Box 390
 Mackay, ID 83251
 Telephone: (208) 588-2896
www.mackayschools.org

All positions are filled without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or handicap, or any other legally protected status.

(PLEASE PRINT OR TYPE)

Position(s) Applied For			Date of Application
Last Name	First Name	Middle Name	
Address	City	State	Zip Code
Telephone Number	Cell Phone Number	Social Security Number	

Have you ever filed an application with the District before? Yes No
 If yes, give dates(s) _____

Have you ever been employed by the District before? Yes No
 If yes, give dates(s) _____

Are you currently employed? Yes No

May our District representative contact your present employer? Yes No

Are you currently on "lay-off" status and subject to recall? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Yes No
Proof of citizenship or immigration status will be required upon employment.

On what date would you be available for work? _____

Are you available to work: Full-time Part-time Shift work Temporary

Can you travel if a job requires it? Yes No

Have you been convicted of a felony? Yes No
Conviction will not necessarily disqualify an applicant from employment.

If yes, please explain and identify type of felony and jurisdiction.

Are you claiming Veterans' Preference according to Idaho Code §§ 65-501? Yes No

If yes, please provide a copy of your Form DD214, and submit a completed Veterans' Preference Form with the application.

When completing this application electronically, please do NOT use the enter key. Use the tab key to move from field to field. Only type in the field area, if you are out of the field area the information will not print.

E D U C A T I O N

(High School diploma required for most positions)

	High School	Undergraduate College/University	Graduate/ Professional
School Name and Location			
Circle Highest Level Completed	9 10 11 12	1 2 3 4	1 2 3 4
Diploma/Degree			
Describe Course of Study			
Describe any specialized training, apprenticeship, skills, and extracurricular activities.			
Describe any honors you have received.			
State any additional information you feel may be helpful to us in considering your application.			

R E F E R E N C E S

Give name, address, and telephone number of three references who are not related to you and are not previously listed.
1.
2.
3.

Are you physically or otherwise unable to perform the duties of the job for which you are applying?

Yes No

EMPLOYMENT EXPERIENCE

Start with the most recent employment first and include any military service assignments.

If you need additional space, please use a separate sheet of paper.

Employer	Dates Employed		Job Title/Description of Work Performed
	From	To	
Address			
City, State, Zip			
Telephone Number(s)			
Supervisor			

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Supervisor			

List professional, trade, business, or civic activities and offices held.

Special Skills and Qualifications (Please summarize.)

APPLICANT'S STATEMENT

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

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby understand and acknowledge that any employment relationship with the District is of an "at-will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that the nature of this "at-will" employment relationship may not be changed by any act unless such change is specifically acknowledged in writing by the Board of Trustees of the District.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules, regulations, and policies of the District.

Signature of Applicant

Date

Electronic signature is acceptable.

**AUTHORIZATION FOR RELEASE OF INFORMATION ON PAST
EMPLOYMENT WITH SCHOOL EMPLOYERS
IDAHO CODE 33-1210**

Idaho Law requires Applicants for any position at any Idaho Public School to allow the hiring School District Employer to obtain a copy of past public school employer personnel file materials and other documentation relating to the performance of the Applicant when such Applicant was employed by any other public school, whether in Idaho or any other state.

Before hiring an Applicant for any position, the District must request the Applicant sign this form. Should the Applicant refuse or fail to sign this form, the District is not permitted to hire the Applicant for any position. This authorization does not limit any employer from seeking additional information or disclosures from any Applicant.

This form:

1. Authorizes current and past public school employer of the Applicant/undersigned on this form, including Applicants outside of the State of Idaho, to release to the hiring School District all information relating to the job performance and/or job related conduct of the Applicant and make available to the hiring School District copies of all documents in the previous employer's personnel file, investigative file or other files relating to the job performance of the Applicant; and
2. Releases the Applicant's/undersigned's current and past employers, and employees acting on behalf of the employer, from any liability for providing the above-mentioned information.

§ 33-1210 RELEASE:

I understand that the above requirements are a condition of my obtaining employment with the District and I consent to my current and former employers, both inside and outside the State of Idaho, upon receipt of this signed authorization, to comply with Idaho law. I further consent that such authorization may be provided to the hiring District via electronic means.

Printed Name of Applicant	Date	Signature of Applicant
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Identifying Employee Number/Name of Applicant or other Identifying Information for Past Employer

*Information obtained through the use of this Release will be used only for the purpose of evaluating the qualifications of the Applicant for employment. This information will not be disclosed in any manner other than as provided by Statute.

*A copy of this Release and all information obtained through use of this Release will be placed into the Applicant's Personnel File with the District upon employment of the Applicant, if any.

*An Applicant's failure to disclose any former School District employer, whether within or outside of the State of Idaho, will serve as the basis for immediate termination and, for certificated personnel, may also result in the District's reporting of the individual to the Idaho Professional Standards Commission for a potential violation of the Code of Ethics for Professional Educators.

*By accepting an executed copy of this form, the hiring School District makes no guaranty or promise of employment to the Applicant. Further, the hiring School District may employ the Applicant on a conditional basis pending review of information gathered pursuant to this Release. Such conditional employment is not a guarantee or promise of continued employment with the hiring School District for any length of time or pursuant to any additional conditions.