



# COEUR D'ALENE CHARTER ACADEMY

4904 N. Duncan Drive • Coeur d'Alene, Idaho 83815 • 208.676.1667 • Fax: 208.676.8667 • www.cdacharter.org

## APPLICATION FOR EMPLOYMENT

*Please print clearly or type*

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle Maiden

Present address: \_\_\_\_\_  
Number Street City State Zip

How long have you resided at this address: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_

E-mail address: \_\_\_\_\_

If under 18, please list age: \_\_\_\_\_

Days/hours available to work:

Position applied for and salary desired (be specific)

No preference \_\_\_\_\_ Thursday \_\_\_\_\_

(1) \_\_\_\_\_

Monday \_\_\_\_\_ Friday \_\_\_\_\_

(2) \_\_\_\_\_

Tuesday \_\_\_\_\_ Saturday \_\_\_\_\_

Wednesday \_\_\_\_\_ Sunday \_\_\_\_\_

Employment desired:  Full-Time Only  Part-Time Only  Full or Part-Time

When are you available to start work? \_\_\_\_\_

Have you ever applied to Coeur d'Alene Charter Academy before?  Yes  No If yes, when? \_\_\_\_\_

Type of School	Name of School	Location (Complete Mailing Address)	Number of Years Completed	Major & Degree
High School				
College				
Business or Trade School				
Professional School				

Have you ever been convicted of a crime?  Yes  No

If yes, explain number of conviction(s), nature of offense(s) leading to conviction, how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation: \_\_\_\_\_

\_\_\_\_\_



**Work Experience:** Please list your work experience for the **past five years** beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.

Name of employer:	Name of last supervisor	Employment dates	Pay or salary
Address:		From:	Start:
City, State Zip:		To:	Final:
Phone:	Your last job title:		
Reason for leaving (be specific):			
List the positions you held, duties performed, skills used or learned, advancements or promotions while you worked for this employer.			

Name of employer:	Name of last supervisor	Employment dates	Pay or salary
Address:		From:	Start:
City, State Zip:		To:	Final:
Phone:	Your last job title:		
Reason for leaving (be specific):			
List the positions you held, duties performed, skills used or learned, advancements or promotions while you worked for this employer.			

May we contact your present employer?  Yes  No

Which of these jobs do you like the best?

What did you like most about this job?

**Have you ever been a certified teacher, in any state, and had your certification revoked?**  Yes  No

If yes, please list the state(s) and the year certification was revoked and reason:

Please list two references other than relatives or previous employers.

Name _____	Name _____
Position _____	Position _____
Company _____	Company _____
Address _____	Address _____
_____	_____
Telephone (____) _____	Telephone (____) _____

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In case of emergency notify:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

"I certify that all the information submitted by me on this application is true and complete. I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected, and if I am employed, my employment may be terminated at any time.

In consideration of my employment, I agree to conform to the Academy's rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time. At either my or the Academy's option, I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice, at any time by the Academy.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

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Submit application to:

Coeur d'Alene Charter Academy  
Attn: Human Resources  
4904 N. Duncan Drive  
Coeur d'Alene, Idaho 83815

Email: [apply@cdacharter.org](mailto:apply@cdacharter.org)

Phone: 208-676-1667

Fax: 208-930-4215