



**SAU #68
LINCOLN-WOODSTOCK
COOPERATIVE SCHOOL DISTRICT**



PO Box 846, 78 Main St., Unit 3, Linwood Plaza
Lincoln, NH 03251

Telephone (603) 745-2051
Fax (603) 745-2352

EMPLOYMENT APPLICATION

Application Date: _____

General Information

Last Name: _____ First Name: _____ Middle Int: _____

Social Security Number: _____ Date of Birth: _____

Physical Address: _____

Mailing Address: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

Position Applying For:

Teacher/Specialist Coach

Administrator

Office Personnel

Aide

Custodian

Substitute

Other (specify)

Are you able to legally work in the United States? YES NO

Are you able to perform the essential functions of the position, with or without accommodations? YES NO

Education / Certification / Skills

High School: _____ Years Attended: _____ Diploma/Degree Awarded, Major/Minor: _____

College: _____ Years Attended: _____ Diploma/Degree Awarded, Major/Minor: _____

College: _____ Years Attended: _____ Diploma/Degree Awarded, Major/Minor: _____

(Attach transcripts. Teacher applications must have official transcripts sent.)

Professional License or Certification (attach copy): _____

NH Educator Certification:

Endorsement # _____ Expiration Date: _____

Endorsement # _____ Expiration Date: _____

NH EID# (if applicable): _____

Additional Skills Relevant to Position (i.e.: languages, technology, office equipment, maintenance equipment, maintenance/carpentry skills, etc.) : _____

List Honors and Accomplishments (i.e. publication, awards, etc.): _____

Coaching Applicants Only:

Playing Experience Sports:

Sport:	Level of Play:	Location(s):
_____	_____	_____
_____	_____	_____
_____	_____	_____

Previous Coaching Experience:

Sport:	Level of Plan:	Location(s):
_____	_____	_____
_____	_____	_____
_____	_____	_____

Substitute Applicants Only:

Please indicate appropriate school/grade levels and/or subject areas/positions, in which you are interested (i.e. Elementary (K-5), Middle (6-8), High (9-12), nurse, secretary, etc.): _____

List Membership in Education, Civic, Community Organizations, & Any Position Held: _____

Professional References

Please list three (3) references, including supervisors under whom you have worked, these people should have first-hand knowledge of your effectiveness in the workplace. The applicant is responsible to have reference letters as well as placement papers forwarded.

1. Organization Name: _____ Contact's Name: _____

Position: _____ Telephone #: _____ Years Known: _____

Email Address: _____

Address: _____

2. Organization Name:_____ Contact's Name:_____

Position:_____ Telephone #:_____ Years Known:_____

Email Address:_____

Address:_____

3. Organization Name:_____ Contact's Name:_____

Position:_____ Telephone #:_____ Years Known:_____

Email Address:_____

Address:_____

Employment History

(Please list most recent position first. If currently employed, end date and reason may be left blank.)

Organization Name:_____

Address:_____

Position Held:_____ Full-Time _____ Part-Time_____

Describe Position Responsibilities:_____

Employment Start Date:_____ End Date:_____ Reason for Leaving:_____

Supervisor Name:_____

Supervisor Contact Phone/Email:_____

May We Contact This Employer: YES NO

Organization Name:_____

Address:_____

Position Held:_____ Full-Time _____ Part-Time_____

Describe Position Responsibilities:_____

Employment Start Date:_____ End Date:_____ Reason for Leaving:_____

Supervisor Name:_____

Supervisor Contact Phone/Email:_____

May We Contact This Employer: YES NO

Organization Name: _____

Address: _____

Position Held: _____ Full-Time _____ Part-Time _____

Describe Position Responsibilities: _____

Employment Start Date: _____ End Date: _____ Reason for Leaving: _____

Supervisor Name: _____

Supervisor Contact Phone/Email: _____

May We Contact This Employer: YES NO

Have you ever worked for SAU #68? YES NO If Yes, Dates _____

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that if employed, falsified statements on this application shall be considered sufficient cause for dismissal.

Signed: _____ Date: _____

CONSENT:

In keeping with my candidacy for employment, I hereby consent that any bonafide law enforcement agency be permitted to examine and obtain copies of all pertinent documents relating to my prior positions of employment, education, and in addition, any and all other forms of documentation that may address my background.

I understand information gathered by any law enforcement agency will become property of the School Administrative Unit #68 and will not be disclosed to myself and may not be disclosed to any other person or police department without my express consent.

I agree that a copy of this authorization can be accepted with the same authority as the original.

Signed: _____ Date: _____

Applications remain on file until December 31 of each year.

OFFICE USE ONLY

Date of Hire: _____ Date Approved by Board: _____

Date of Reference Check: _____ Date of Background Check: _____

Rate of Pay: _____ First Day of Work: _____ Number of Hours per day: _____

Position (be specific): _____

Employer Signature: _____