RAMIREZ COMMON SCHOOL DISTRICT
SUBSTITUTE EMPLOYMENT APPLICATION FORM

SECTION 1: PERSONAL INFORMATION

Name:		Date of Birth:	
Social Security No:		Referred by:	
Present Address:			
Permanent Address:			
Phone No:		Email Address:	

SECTION 2: EMPLOYMENT DESIRED

Position Applied For:		Date You Can Start:	

Are You Employed Now? ☒ Yes ☐ No

If so, may we inquire of your present employer? ☐ Yes ☐ No

Have you ever applied to this company before? ☐ Yes ☐ No

If yes, when: _____

SECTION 3: EDUCATION HISTORY

HIGH SCHOOL

Name & Location	Years Attended	Diploma

COLLEGE/TRADE/BUSINESS SCHOOL

Name & Location	Years Attended	Degree

SECTION 4: GENERAL INFORMATION

Subject of Special Study/Research Work:			
Special Training:		Special Skills:	

U.S. Military or Naval Service: ☐ Yes ☐ No

If yes, rank: _____

SECTION 5: WORK EXPERIENCE

NAME & ADDRESS	DATES EMPLOYED	POSITION	REASON FOR LEAVING

SECTION 6: REFERENCES

NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED

SECTION 7: ACKNOWLEDGMENT AND AUTHORIZATION FOR BACKGROUND CHECK

APPLICANT STATEMENT

☐ An acknowledgment of the truthfulness of the information provided.

☐ Consent for the employer to conduct background checks.

☐ Understanding of employment at-will, if applicable.

_____ _____

Signature of Applicant Date