

Application for Classified Public Charter School Employment

Monarch Learning Center
5307 Cedars Road, Redding, CA 96001

Date available for employment

1. <u>Personal Information</u>		Last Name	
First	Middle	Other	
Physical Address			Phone
Mailing Address			Cell

2. Position(s) for which you are applying:

Do you speak, read or write any language(s) other than English? Yes No

If Yes, what language(s)

3. Education:

Completion of High School Diploma Yes No Completion of GED Yes No College years Completed:

College or Trade School Name/Location institutions attended	Attended From / To	Graduated Date / Degree	Major(s)	Minor(s)

Certifications, if any:

Relevant Courses, Seminars, Night Classes:

4. Skills:

List your qualifications and experience for this position, including: keyboard speed, machines you operate, personal computers and computer software with which you are proficient.

5. Instructional Assistant or Paraprofessional Positions Only

Have you passed the Aide Proficiency Test?

Yes No

Have you passed the Paraprofessional Test?

Yes No

Please attach a copy

Note: If you completed your Aide Proficiency Test or Paraprofessional Test outside of Shasta County, please attach a photocopy to this application.

6. Driver's License (If required for position) *NOTE: A separate driver form must be completed for driving with any students.*

State	Class	Number	Expires
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School Bus Driver's Certificate Issued by CA Highway Patrol:

7. Additional Information:

Have you lived outside of the state of California in the last five years?

Yes No

Have you ever been dismissed or asked to resign from a position?

Yes No

Have you ever been convicted of a felony?

Yes No

Have you ever been convicted of a misdemeanor that resulted in imprisonment or jail?

Yes No

NOTE: State law prohibits school districts or county offices of education from employing individuals convicted of a serious or violent felony. The Redding School District conducts an extensive criminal background check of candidates prior to making a final offer of employment. Conviction of a misdemeanor will not disqualify you from consideration.

For each question answered **Yes**, explain in writing, the circumstances and attach the statement to this form.

8. Job Experience Information

List most recent or present employer first. Include last 10 years of job history, use additional paper if necessary.

FROM	TO	Employer	Job Title & Duties
		Company Name:	
<input type="checkbox"/> Substitute <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary		Address:	
Reason for leaving:		Phone #:	
		Supervisor:	
FROM	TO	Employer	Job Title & Duties
		Company Name:	
<input type="checkbox"/> Substitute <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary		Address:	
Reason for leaving:		Phone #:	
		Supervisor:	
FROM	TO	Employer	Job Title & Duties
		Company Name:	
<input type="checkbox"/> Substitute <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary		Address:	
Reason for leaving:		Phone #:	
		Supervisor:	
FROM	TO	Employer	Job Title & Duties
		Company Name:	
<input type="checkbox"/> Substitute <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary		Address:	
Reason for leaving:		Phone #:	
		Supervisor:	

9. Professional References:

May we contact your present/past employer(s) for a reference? Yes No

Name	Address	Phone

NOTE: State law requires fingerprint clearance, a tuberculin test, and employment eligibility verification for all Monarch Leaning Center employees. Also, employees are required to pass a pre-employment physical examination and/or skills testing.

I HEREBY CERTIFY that all statements made herein are true and correct to the best of my knowledge and authorize investigation of all statements herein recorded. I release from all liability persons and organizations reporting information required by this application.

Signature of Applicant	Date
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AN EQUAL OPPORTUNITY EMPLOYER