

**TRONA JOINT UNIFIED SCHOOL DISTRICT
APPLICATION FOR CLASSIFIED EMPLOYMENT**

(PLEASE COMPLETE ALL BLANKS EVEN IF ATTACHING A RESUME)

POSITION FOR WHICH YOU ARE APPLYING:

Last Name	First Name	Initial	Maiden/Former Name(s)	SSN (optional)
Home Address			City	State Zip
Mailing Address (if different)			City	State Zip
Home Phone ()	Cell Phone ()	E-Mail-Home		E-Mail - Work (optional)

Are you under 18? Yes No If yes, can you provide a work permit? Yes No

Have you ever applied here before? Yes No If yes, when, and for what position? _____

Have you ever been employed here before? Yes No If yes, when: _____ Position: _____

Reason for Leaving: _____ Name of Last Supervisor: _____

Are you currently employed? Yes No If yes, may we contact your current employer? Yes No

If no, please explain: _____

Please note: The District will not employ an applicant without reference checks, including a current supervisor.

Employment you will accept: Full Time Part Time Substitute

In order to comply with anti-nepotism laws and regulations, are you related by blood or marriage to any person employed by the Trona Joint union High School District or the Governing Board? Yes No If yes, please list their names and your relationship:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Please check or fill in applicable items below in which you have had training or experience:

Typing Speed:	Grounds Equip.	Computers and programs you are proficient in using:
Calculator:		
Other:		

Please list other skills and experiences which would qualify you for employment (such as training proficiency in a foreign language):

Have you ever been a member of PERS? Yes No Have you ever been a member of STRS? Yes No

(PLEASE COMPLETE ALL BLANKS EVEN IF ATTACHING A RESUME)
EDUCATION AND PROFESSIONAL/TECHNICAL PREPARATION

Do you possess a high school diploma? Yes No If no, have you earned a GED? Yes No

Please attach a copy of diploma or GED

Name/Location of College, University, or Trade School	Course of Study	Completed Units		Type of Degree
		Semester	Quarter	

Experience: List all paid experience; begin with your most recent. Give your complete employment record for the last **ten** years. List any earlier experience relevant to this position. Attach additional sheet if needed.

1	Job Title	Inclusive Dates From(mo/yr): To(mo/yr)::		# of Years
	Employer:	Duties		
	Address:			
	Name of Supervisor	Phone ()	Reason for :Leaving	Salary/Wage:
2	Job Title	Inclusive Dates From(mo/yr): To(mo/yr)::		# of Years
	Employer:	Duties		
	Address:			
	Name of Supervisor	Phone ()	Reason for :Leaving	Salary/Wage:
3	Job Title	Inclusive Dates From(mo/yr): To(mo/yr)::		# of Years
	Employer:	Duties		
	Address:			
	Name of Supervisor	Phone ()	Reason for :Leaving	Salary/Wage:
4	Job Title	Inclusive Dates From(mo/yr): To(mo/yr)::		# of Years
	Employer:	Duties		
	Address:			
	Name of Supervisor	Phone ()	Reason for :Leaving	Salary/Wage:

Personal References Name, Address, Phone Number	1. _____ 2. _____ 3. _____
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CONFIDENTIAL INFORMATION

The following information is **REQUIRED** for your application to be considered. Your answers will not necessarily disqualify you from consideration, except for “Yes” responses to certain enumerated sex and/or drug convictions and/or convictions for committing serious and/or violent felonies. **EXPLAIN ALL “YES” ANSWERS TO QUESTIONS 1- 5 IN THE BLANK AREA PROVIDED ON THE BOTTOM OF THIS PAGE.**

1. YES NO Are you currently the subject of any inquiry or investigation by your current employers, any former employer, any law enforcement agency or any other agency?
2. YES NO Have you ever been demoted, suspended, dismissed, fired, or have you ever resigned in lieu of demotion, suspension or dismissal from a job? If yes, please explain:

Read the explanation below before answering this question:

3. YES NO Have you ever been convicted of a felony or a misdemeanor? [Convictions include a plea of guilty, nolo contendere (no contest) and/or a finding of guilty by a judge or a jury.]

List all convictions except as described below, including, but not limited to convictions for “driving under the influence,” and convictions for sex and drug offenses listed in California Education Code Sections 44010 and 44011 (even if such conviction was later expunged from your record pursuant to Penal Code 1203.4.) Include any serious or violent felony conviction in any state or jurisdiction as enumerated in California Penal Code sections 667.5(c) and 1192.7(c). [See Declaration, Waiver and Hold Harmless Agreement” for a list of enumerated “serious and violent” felonies.]

DO NOT include any misdemeanor marijuana conviction that is more than two years old as of this date or any other juvenile conviction which was sealed by the Court under California Penal Code section 1203.45, or any misdemeanor conviction for which probation has been successfully completed AND THE CASE HAS ACTUALLY BEEN DISMISSED BY A JUDGE PURSUANT TO PENAL CODE SECTION 1203.4. Also, DO NOT include any arrest for which a pretrial diversion program has been successfully completed pursuant to Penal Code Sections 1000.5 and 1001.5. [It is THE APPLICANTS responsibility to verify that a Court has ACTUALLY dismissed a case AFTER successful probation. This does NOT automatically occur!]

4. YES NO Do you currently have any of the offenses described above pending against you which have not yet been settled in a court of competent jurisdiction? If yes, give what, where, when and current status of the case.
5. YES NO Are you currently under contract with any other district? [If yes, give district and date of expiration.]
6. YES NO Can you perform the essential functions of this position with or without, reasonable accommodation? [A “NO” answer need NOT be explained at this time.]

Explanations for “Yes” Answers to Questions 1-5 Only (You may attach additional pages)

If employed, you will be required to furnish proof of age and citizenship. You must be fingerprinted by Trona Joint Unified School District, and provide the District with the results of a current TB test. You will be reimbursed for fingerprints and TB testing.

I certify that the statements in this application are true and complete to the best of my knowledge. I authorize Trona Joint Unified School District to conduct any investigation to obtain information required by this application. I understand that any false statements made on this application may be cause for non-employment or for dismissal, if employed.

Signature (in blue ink)

Date

Return application to: Trona Joint Unified School District, 83600 Trona Road, Trona, CA 93562