



723 El Paseo Road Ojai, CA 93023

OFFICIAL USE ONLY

Date Received: _____
Fall: _____ Summer: _____

OJAI VALLEY SCHOOL APPLICATION FOR EMPLOYMENT

Applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital status, or the presence of a non-job related medical condition or handicap.

COMPLETE ALL SECTIONS UNLESS STATED OTHERWISE (Please PRINT or TYPE)

PERSONAL INFORMATION

Position(s) Applied for: _____ Date: _____

Full Name: _____

First Middle Last

Address: _____

Street Address Apt/Suite

City State Zip Code

E-Mail: _____ Phone: _____

EMPLOYMENT ELIGIBILITY

If employed and you are under 18, can you furnish a work permit? YES NO

Have you ever worked for this employer before? YES NO If yes, please provide dates. _____

Are you employed now? YES NO If yes, may we contact your employer? YES NO

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? YES NO
(Proof of citizenship or immigration status may be required upon employment)

On what date would you be available for work? _____ Are you wanting Full Time Part Time

Have you, within the past four years, received an examination certificate indicating that you are free of communicable tuberculosis?
 YES NO

Note: All candidates must produce or have on file with this school a Certificate of Tuberculosis Examination OR at the tie of the conditional offer, candidates without prior certification must provide a certificate of examination indicating the absence of communicable tuberculosis.

*California Assembly Bill 2914 provides for the furnishing of conviction records relative to crimes involving drugs or violence in addition to sex offenses. Fingerprints and summary of criminal history will be required prior to employment

EDUCATION

(Please attach copies of certificates, diplomas and credentials earned.)

Secondary		
Name of School		Highest Grade Completed
Location		
Name of School		Highest Grade Completed
Location		
Undergraduate		
Name of School		Minor/Major Completed
Location		
Name of School		Minor/Major Completed
Location		
Graduate		
Name of School		Credentials Held
Location		
Name of School		
Location		

PROFESSIONAL AND PERSONAL REFERENCES (two professional and one personal)

Name, Address, Phone Number, Email, Company and Title

Name, Address, Phone Number, Email, Company and Title

Name, Address, Phone Number, Email and Relationship

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include military service assignments and volunteer activities. Exclude organization names that indicate race, color, religion, sex or national origin.

Employer:		Dates Employed	Work Performed
Address:			
Job Title			
Supervisor			
Reason for Leaving			
Employer:		Dates Employed	Work Performed
Address:			
Job Title			
Supervisor			
Reason for Leaving			
Employer:		Dates Employed	Work Performed
Address:			
Job Title			
Supervisor			
Reason for Leaving			

What contributions do you think you can make to the school:

Please list any other relevant information you would like considered:

This School is an Equal Opportunity employer. The School does not discriminate on the basis of race, color, religion, sex, national origin, age, physical or mental impairment, or any other characteristic protected by applicable state, federal or local laws.

NOTICE TO APPLICANT

Please read the following information, placing your initials in the box as each section is read to indicate that you agree with and understand each statement. Please sign the bottom of this page.

I understand that by submitting this application, the granting of an interview (if any), testing administered during the interview (if any) and information conveyed during an interview **DO NOT CREATE AN EMPLOYMENT RELATIONSHIP** between the School and me.

I hereby certify that the information contained in this application form is true and correct to the best of my knowledge and that I have personally completed this application. I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer or, if hired, my dismissal.

I understand that, prior to my employment, the School may request and require references, a criminal records check, a motor vehicle report, and a valid tuberculosis test if this application is accepted. I also understand that any offer of employment is conditioned on the School's receipt of satisfactory responses to reference requests, and the provision of satisfactory proof of an applicant's identity and legal authority to work in the United States.

Should I be made an offer of employment and be subsequently hired by the School, I understand that employment with the School is "at will." This means that my employment and compensation can be terminated at will, with or without cause, and with or without notice, at any time, either at my option or at the option of the School. In addition, the School retains the right to alter an employee's status at-will (e.g., job position, wages, hours, etc.) with or without cause. Further, the School may not alter the at-will nature of the employment relationship or enter into any employment agreement for a specified period of time unless the School and I both sign a written agreement that clearly and expressly specifies the intent to do so. I agree that this constitutes a final and fully binding integrated agreement with respect to the at-will nature of employment with the School, and that there are no oral or collateral agreements regarding this issue.

REFERENCE AUTHORIZATION: I give permission to have any statements, information and references checked by the School and/or its representatives. I authorize the references listed, as well as all other listed individuals whom the School contacts, to provide the School any and all information concerning my previous employment and any other pertinent information that they may have. Further, I release all parties and persons from any and all liability for any damages that may result from furnishing such information to the School, as well as from the legal use or disclosure of such information by the School or any of its agents, employees, or representatives.

Signature of Applicant

Name of Applicant (please print)

Date