

# RIVENDELL INTERSTATE SCHOOL DISTRICT

Fairlee, Vershire, West Fairlee, VT and Orford, NH

10 School Drive  
Orford, NH 03777

603-353-2170  
FAX 603-353-2189

## APPLICATION FOR EMPLOYMENT

IMPORTANT: Read Terms of Employment carefully. Print or type answers to every question. All information on this application will be treated confidentially. FEDERAL AND STATE LAWS PROHIBIT DISCRIMINATION FOR VARIOUS REASONS, INCLUDING RACE, COLOR, RELIGION, CREED, NATIONAL ORIGIN, AGE, SEX, PHYSICAL OR MENTAL DISABILITY, MARITAL STATUS, OR SEXUAL ORIENTATION.

### PERSONAL DATA

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Date \_\_\_\_\_

Present Address (Street and Number) \_\_\_\_\_ Telephone ( ) \_\_\_\_\_ - \_\_\_\_\_

(City, State, and Zip Code) \_\_\_\_\_ For How Long? \_\_\_\_\_

If at address above for less than 2 years, please also fill out:

Previous Address (Street and Number) \_\_\_\_\_ Telephone ( ) \_\_\_\_\_ - \_\_\_\_\_

(City, State, and Zip Code) \_\_\_\_\_ For How Long? \_\_\_\_\_

Position Applied For: \_\_\_\_\_ Minimum Salary: \_\_\_\_\_

Earliest Available Date: \_\_\_\_\_

### EDUCATION

Schools Attended High School & Post High School	School Address	From Mo/Yr	To Mo/Yr	Graduated (Yes or No)	Degree or Type of Diploma	Major Course of Study
List any scholarships, academic honors, awards or special achievements:						
List languages which you speak and/or read proficiently:						

### CERTIFICATIONS

List of certifications currently held and/or pending	Date Certified or Expected	Expiration Date	Issuing State

## CURRENT EMPLOYMENT

Are you currently employed?  Yes  No                      May we contact your present employer?  Yes  No

Why are you seeking a new position? \_\_\_\_\_

### EMPLOYMENT HISTORY

List all previous work experience and periods of unemployment. Begin with your present position and work back to your first position. Attach resume, if necessary. If there were periods of more than one month where you were self-employed or unemployed, list name and address of person(s) who can verify your activities during this period(s).

From Mo/Yr	To Mo/Yr	Employer, Address and Telephone Number	Salary	JobTitle/Description of Work Performed	Reason for Leaving

### PERSONAL REFERENCES

Please provide the names, addresses and telephone numbers of three (3) references (not including relatives).

Name	Address	Telephone No.	What is your relationship to this individual?

### MILITARY SERVICE

Branch	Grade or Rank	Nature of duty or training	Induction Date	Separation Date	Present Service Classification	Type of Discharge or Separation

### MISCELLANEOUS

Do you have the legal right to work in the United States?  Yes  No

Are you capable of performing the duties of the job for which you have applied, with or without a reasonable accommodation?  
 Yes  No

If you are recommended for employment with this district, you will be required to undergo a criminal record check, including a FBI fingerprint record check. For that purpose, you must submit a notarized criminal history records release form and a complete set of fingerprints upon your acceptance of a provisional offer of employment. Any person who has been convicted of murder, child pornography, aggravated felonious sexual assault, felonious sexual assault, or kidnapping in this state or any other state may not be hired by this district. At the discretion of the board, you may be denied a final offer of employment if you have been convicted of any felony in addition to those listed.

**TERMS OF EMPLOYMENT**

I, the undersigned, state that all information given by me in this application is true to the best of my knowledge. I authorize the Rivendell Interstate School District to verify such information and to contact any reference given by me. Should I be employed by the Rivendell Interstate School District, I agree that:

- The Rivendell Interstate School District, and any person or entity it may authorize, shall be entitled, without further consent, to copyright, sell, or use in any manner, any picture or photograph of me.
- The Rivendell Interstate School District shall have the right at any time after the termination of my employment to furnish to others information concerning my employment record, work habits, and work performance with the Rivendell Interstate School District, including the information contained in this application, or copies of any information which is maintained in my personnel file. I specifically release the Rivendell Interstate School District, its officers, directors, agents, and employees from any and all liability regarding the release of any information described in this paragraph.
- I authorize the Rivendell Interstate School District to investigate all statements contained in this application and hereby release former employers and the Rivendell Interstate School District from any and all liability on account of furnishing such information to the Rivendell Interstate School District.

**FALSIFICATION, MISREPRESENTATION, OR OMISSION OF INFORMATION ON THIS, OR ON ANY OTHER EMPLOYMENT FORM, SHALL BE GROUNDS FOR IMMEDIATE TERMINATION, REGARDLESS OF WHEN SUCH FALSIFICATION, MISREPRESENTATION, OR OMISSION IS DISCOVERED.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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Date of Interview: \_\_\_\_\_

Date of Offer: \_\_\_\_\_

Start Date: \_\_\_\_\_

Salary: \_\_\_\_\_