



TWO RIVERS SUPERVISORY UNION APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer *Two Rivers Supervisory Union (TRSU)* is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Applicants requiring reasonable accommodation in the application and/or interview process should notify a representative of the organization.

Applicant Information

Name _____	Date of Application _____
Current Address _____	_____
Street _____	City _____ State _____ Zip _____
Home Phone _____	Cell Phone _____ Email _____

Position Applying for:

Teacher Substitute Teacher Other (check below)
 Para-Educator Bus Driver

(NOTE: each position above requires the completion of an appropriate Application Addendum as part of this application form)

Other Position (please state) _____

Date Available to Start Work _____ Hours/Shift Available _____

Days Available (please circle): Mon. Tues. Wed. Thurs. Fri. Sat. Sun.

How did you find out about our opening?

Have you ever applied to / worked for our school district before? [] Y or [] N

If yes, please explain (include date): _____

Do you have any friends, relatives, or acquaintances working for the school district? [] Y or [] N

If yes, state name & relationship: _____

If hired, would you be able to present evidence that you can legally work in the United States? [] Y or [] N

Educational Background

	School or Institution and address	Major/Minor	Diplomas, Degrees or Credits Earned
High School			
College			
College			
Graduate			
Other			

Military Service

Branch: _____ Rank: _____ Total Years of Service: _____

Skills/duties: _____

Related details: _____

Employment History (start with your most recent employer)

Dates		Employer Name and Address		Position Held
From				
To				
Currently employed? Y N If no, reason for leaving:		Supervisor Name	Supervisor Phone	Description of Duties
		Supervisor Email	Okay to Contact? Y N	

Dates		Employer Name and Address		Position Held
From				
To				
Currently employed? Y N If no, reason for leaving:		Supervisor Name	Supervisor Phone	Description of Duties
		Supervisor Email	Okay to Contact? Y N	

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		Supervisor Email	Okay to Contact? Y N	

During the application process, TRSU may contact previous employers and supervisors as part of its commitment to hiring the best possible candidates for its job openings. May we contact the above-listed supervisors/employers?

_____ Yes _____ No

If no, please explain: _____

*******TEACHER, PARAPROFESSIONAL, SUBSTITUTE AND BUS DRIVER APPLICANTS
PLEASE COMPLETE APPLICATION ADDENDUM*******

CERTIFICATION AND RELEASE AUTHORIZATION

PLEASE READ CAREFULLY BEFORE SIGNING

I hereby certify that all of the information provided by me in this application (and any other accompanying or required documents and addendums) is correct, accurate and complete to the best of my knowledge. I understand that the falsification, misrepresentation or omission of any facts in said documents will be cause for denial of employment or immediate termination of employment regardless of the timing or circumstances of discovery.

I understand that submission of an application does not guarantee employment. I understand that none of the documents, policies, procedures, actions, statements of TRSU or its representatives used during the employment process is deemed a contract of employment real or implied.

I herby authorize any and all schools, former employers, references, courts and any others who have information about me to provide such information to TRSU and/or any of its representatives, agents or vendors and I release all parties involved from any and all liability for any and all damage that may result from providing such information. I understand unsatisfactory results from, refusal to cooperate with, or any attempt to affect the results of these checks will result in denial of employment, withdrawal of any employment offer, or termination of employment if already employed.

I understand that this application is considered current for 12 months. If I wish to be considered for employment after this period I must fill out and submit a new application.

I understand that if I am offered a position with the Two Rivers Supervisory Union that a criminal background check will be made and that fingerprinting is required. I also understand that I will be required to pay for some or all of the expenses incurred for these procedures.

BY SIGNING BELOW I ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE ABOVE STATEMENTS.

Signature of applicant

Date