



Mill Valley School District
 411 Sycamore Avenue
 Mill Valley, CA 94941
 (415) 389-7744

APPLICATION FOR CLASSIFIED EMPLOYMENT

Date _____

Directions: Type or print in *blue or black ink*. Answer all questions which are applicable. Please do not state "See Resume".

PERSONAL INFORMATION			
Last Name	First Name	Middle	
Address	City	State	Zip
Home Phone	Cell Phone	E-Mail Address	

PRESENT EMPLOYMENT INFORMATION			
Position for which you are applying			
Are you employed at the present time?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please complete the information below	
Employer's Name:			
Employer's Address:			
How long have you been with this employer?		Present Salary:	
If offered a position, when can you report for work?			
Have you worked for the Mill Valley School District before?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
If "Yes" list dates employed:			
Do you have relatives (current or prior) working for the Mill Valley School District?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
If "Yes" please list:			

EDUCATION		
Please list on the following lines all schools attended and any other pertinent information about your education.		
School(s)	Subjects Studied (if applicable)	Degree Earned
High School		<input type="checkbox"/> High School Diploma <input type="checkbox"/> GED
College or University education		

Applicants will be notified ONLY if being considered for interview.

EMPLOYMENT EXPERIENCE			
Employer:			
Employed:	From:		To:
Address:			
Supervisor:			Supervisor Phone:
Job Title:			Hours/Week:
Job Duties:			
Reason for Leaving:			Salary:
Employer:			
Employed:	From:		To:
Address:			
Supervisor:			Supervisor Phone:
Job Title:			Hours/Week:
Job Duties:			
Reason for Leaving:			Salary:
Employer:			
Employed:	From:		To:
Address:			
Supervisor:			Supervisor Phone:
Job Title:			Hours/Week:
Job Duties:			
Reason for Leaving:			Salary:

PROFESSIONAL REFERENCES		
Name & Address	Relationship	Phone Number and/or email

How did you learn about this position?	<input type="checkbox"/> EDJOIN <input type="checkbox"/> MVSD website <input type="checkbox"/> Craigslist <input type="checkbox"/> Flyer/Bulletin <input type="checkbox"/> Newspaper <input type="checkbox"/> Other <input type="checkbox"/> Employee Referral (please list)
If "other" please list source (i.e. Indeed, College website, etc.):	

PERSONAL DATA	
Have you ever been arrested?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are any criminal charges or proceedings pending against you?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of any felony or misdemeanor, regardless of how long it has been since the conviction?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answered "Yes" to any of the above questions, please explain.	
I have reviewed my application and verified the contents as of the date of submission.	<input type="checkbox"/> Yes
Have you ever been convicted of a felony or misdemeanor, other than a conviction related to marijuana if it is more than two years after the date of the conviction, or do you currently have a felony or misdemeanor charge pending? Convictions include a plea of guilty, nolo contendere (no contest) and/or a finding of guilty by a judge or a jury.	<input type="checkbox"/> Yes <input type="checkbox"/> No
If "Yes," list all convictions including, but not limited to convictions for "driving under the influence," and convictions for sex and/or drug offenses listed in California Education Code Sections 44010 and 44011, except for convictions related to marijuana if it is more than two years after the date of the conviction. Include any serious or violent felony conviction in any state or jurisdiction as enumerated in California Penal Code sections 667.6(c) and 1192.7(c).	
Have you ever been dismissed or asked to resign from any position?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answered "Yes", please explain below.	

ACCOMMODATIONS

This school district/County Office does not discriminate on the basis of race, color, national origin, age, religion, political affiliation, gender, mental or physical disability, sex orientation, or any other basis protected by federal, state or local law, ordinance or regulation, in its educational program(s) or employment. No person shall be denied employment solely because of any impairment which is unrelated to the ability to engage in activities involved in the position(s) or program for which application been made.

If you need a reasonable accommodation to participate in the hiring process, Mill Valley School District will provide you with one upon notice.

AUTHORIZATION AND CERTIFICATION

My submission of this application authorizes the school to conduct a background investigation and authorizes release of information in connection with my application for employment. This investigation may include such information as criminal or civil convictions, driving records, previous employers and educational institutions, personal references, professional references, and other appropriate sources. I waive my right of access to any such information, and without limitation hereby release the school district/County Office and reference source (except in relation to prior contractual agreements, public policy, legal/labor/education code, former employers and their agents or employees, as provided by law) from any liability in connection with its release or use. This release includes the sources cited above and specific examples as follows: the local law enforcement agencies, information from the Central Criminal Records Exchange or either data on all criminal convictions or certification that no data on criminal convictions are maintained, information from the California or other State Department of Social Services Child Protective Services Unit and any locality to which they may refer for release of information to any findings of child abuse or neglect investigations involving me.

Furthermore, I certify that I have made true, correct and complete answers and statements on this application in the knowledge that they may be relied upon in considering my application, and I understand that any omission or falsely answered statement made by me on this application, or any supplement to it will be sufficient grounds for failure to employ or for my discharge should I become employed with the school district/County Office.

Signature _____

Date _____

The Mill Valley School District is an equal opportunity employer; all stages of the application, interview and hiring process are governed by a policy which actively and affirmatively insures equality of opportunity to all persons regardless of sex, race, color, religious creed, national origin, ancestry, age, marital status, physical or mental disability, sexual orientation, veteran status, or any other legally protected status.