

DILLINGHAM CITY SCHOOL DISTRICT
P.O. Box 170
Dillingham, Alaska 99576

Classified Employment Application Dillingham City School District

***The selection of applicants to interview is done on the basis of information supplied in this application form. Please make sure that your application is completely filled out. Incomplete or missing information may hinder your chances for employment. A resume may be added to this application, but may not be submitted in lieu of this application being completed. ***

Personal Information:

Name: _____ Today's Date: _____

Mailing Address: _____

Physical Address: _____

Phone Number: _____ Alt. Phone Number: _____

Email: _____

Are you legally eligible for employment in the United States? YES NO

Do you possess a valid Alaska Driver's License? YES NO

Are you over 18 years old? YES NO

Position Desired:

Position Applying For: _____

Pay Expected: _____ When are you available to work? _____

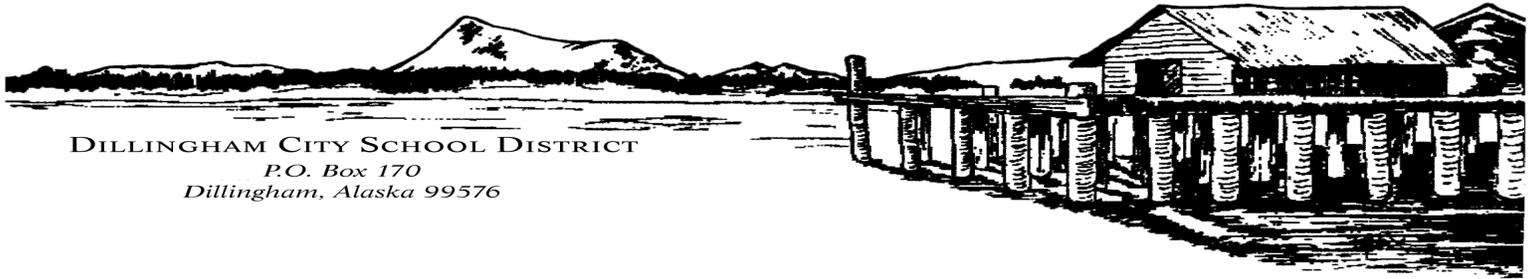
Work Schedule Desired:

Full Time Part Time Temporary/Substitute Seasonal PM Shift

Have you ever been employed by the Dillingham City School District? YES NO

If yes, when? _____

Dillingham City School District
Human Resources: hr@dlgsd.org
Ph: 907-842-5223
www.dlgsd.org



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Background Disclosure:

***Note: Conviction will not necessarily disqualify applicant from employment. ***

Have you ever been convicted of a felony or misdemeanor that has resulted in incarceration, a fine in excess of \$50.00, and/or probation?

YES NO

If yes, please describe:

Have you ever been convicted of a misdemeanor or other offense involving dishonesty, theft, sexual misconduct, abuse of controlled substances or alcohol, or the physical injury or death of any person?

YES NO

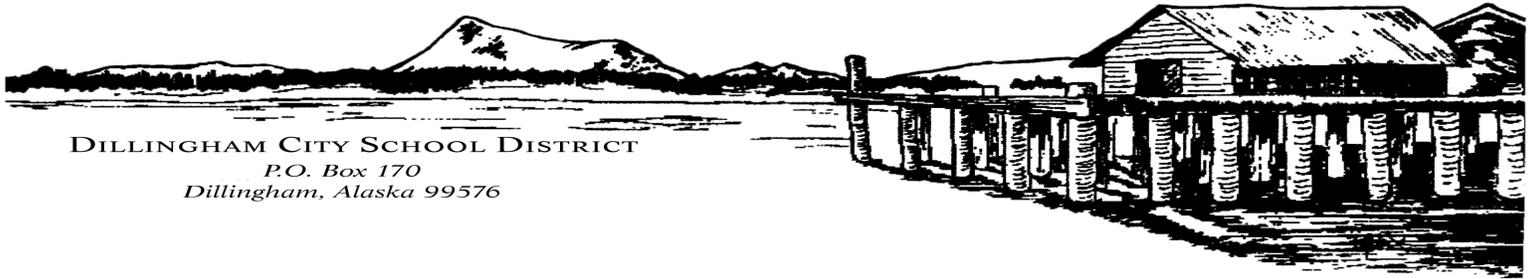
If yes, please describe:

Accommodations Disclosure:

You may be required to take and pass a job-related written and/or physical examination. If you will need accommodations for the position you are applying for, what reasonable accommodations need to be made?

- I need the following accommodations: _____
- I do not require accommodations for this position.

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Employment History:

***List most recent employment first. If you need additional space, please add a separate sheet of paper. Please write an explanation for any intervals of unemployment. ***

Job 1:

Employer Name: _____

Address: _____

Job Title: _____ Dates Employed: _____

Supervisor: _____ Supervisor Phone Number: _____

Work Performed:

Reason for Leaving:

Job 2:

Employer Name: _____

Address: _____

Job Title: _____ Dates Employed: _____

Supervisor: _____ Supervisor Phone Number: _____

Work Performed:

Reason for Leaving:

Job 3:

Employer Name: _____

Address: _____

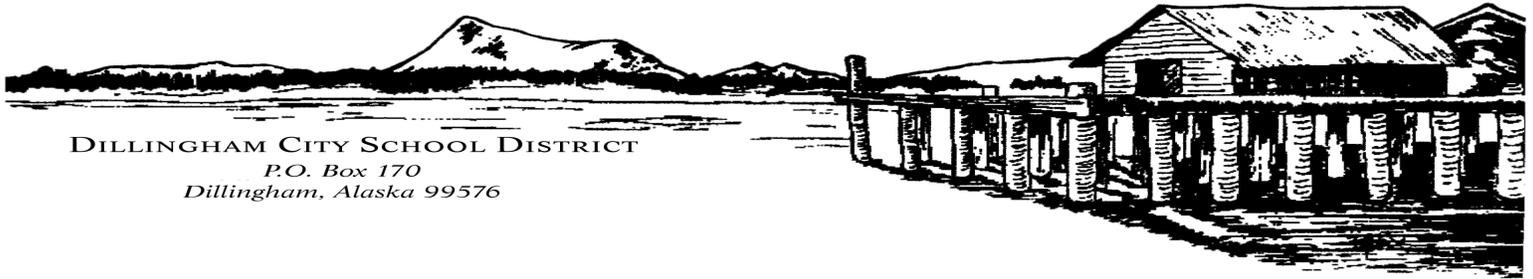
Job Title: _____ Dates Employed: _____

Supervisor: _____ Supervisor Phone Number: _____

Work Performed:

Reason for Leaving:

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References:

***List three individuals who can speak fully of your qualifications. ***

Reference 1:

Name: _____ Years Known: _____

Address: _____

Phone Number: _____ Alt Phone Number: _____

How reference knows you: _____

Reference 2:

Name: _____ Years Known: _____

Address: _____

Phone Number: _____ Alt Phone Number: _____

How reference knows you: _____

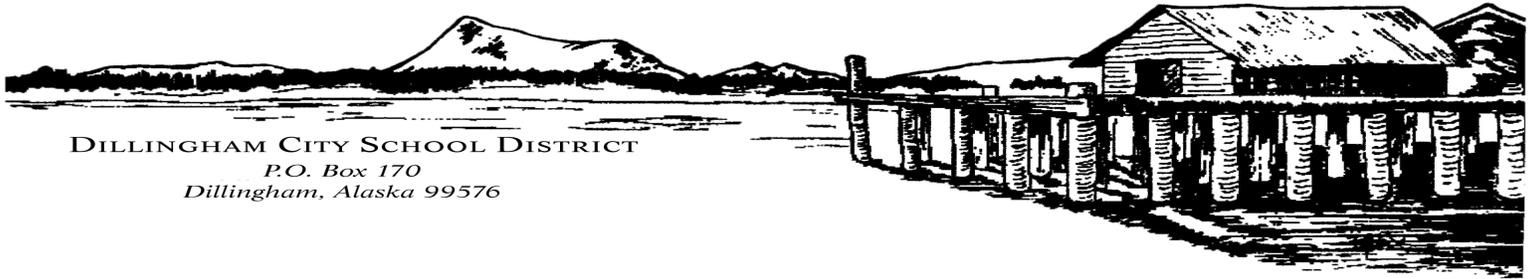
Reference 3:

Name: _____ Years Known: _____

Address: _____

Phone Number: _____ Alt Phone Number: _____

How reference knows you: _____



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Education:

Name/Location of High School: _____

Years of High School Completed: _____

High School Diploma earned? YES NO Other: _____

Name/Location of College: _____

Course of Study: _____

Years Completed: _____

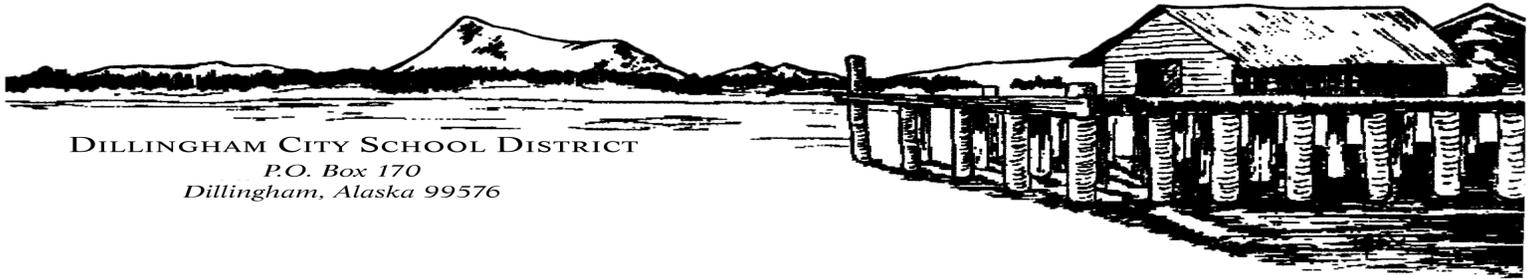
Degree/Diploma: YES NO If yes, name of degree/diploma: _____

Skills:

List any specialized training, apprenticeship, skills, extracurricular activities, etc:

List proficiency in languages other than English, include Speak/Read/Write ability:

List any additional information that may be helpful to the district in considering your application:



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Notice of Non-Discrimination:

The Dillingham City School District is committed to equitable opportunity for all individuals in education. District programs and activities shall be free from discrimination based on age, gender, race, color, religion, national origin, ethnic group, marital or parental status, physical or mental disability or any other unlawful consideration.

Applicant's Statement:

I hereby certify that all statements and information on this application are true to the best of my knowledge and belief.

I understand that any falsification of the information on this application or during an interview may be considered cause for termination. I further understand that any offer of employment is contingent upon successful completion of a criminal background check and submission of documents verifying eligibility to work and remain in this country.

As an applicant for a position with the Dillingham City School District, (hereinafter "District") I understand that the District may verify all data given in my application for employment, related papers, and/or oral interviews. I further understand that any and all references provided to the District may be contacted, either in writing or otherwise. By signing below, I hereby authorize such investigation. In addition, I authorize any previous employers and/or other references to release and fully disclose to any agent of the District any information that such a person may have concerning me, including information of a confidential or privileged nature.

I hereby release the District, previous employers, and/or other references from liability or damage which may result from furnishing the information requested.

I also understand that I am required to abide by all rules, regulations and policies of the Dillingham City School District.

Applicant's Signature: _____ Date: _____

*****Please submit completed applications to the Human Resources Office located in the Dillingham City School District's District Office, or email applications to hr@dlgsd.org.*****

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