



BEAVER CREEK SCHOOL DISTRICT #26

4810 E Beaver Creek Road

Rimrock, AZ 86335

928-567-4631

FAX 928-567-5347

**Classified
Application**

SPECIAL NOTICE TO APPLICANTS: New hires will be responsible for costs incurred to complete fingerprint and background investigation. There may be a 2-3 week waiting period for any applicant hired while a background check is completed. Position(s) are posted in accordance with the Governing Board approved hiring review procedures.

Position applying for: _____ **Date:** _____

Name: _____ Social Security #: _____

Address: _____ City: _____

State: _____ Zip: _____ Telephone: (_____) _____

E-mail Address: _____

How long at above address? _____ If you have lived at the above address for less than five years, please provide BCESD with the following information:

Previous address: _____ City: _____

State: _____ Zip: _____

Please list any other former names or alias you may be using, or have used in the past: _____

Have you worked for this district before? _____ If so, when? _____

Names of relatives/friends working for this district: _____

Useful Skills (Please check boxes that apply):

Typing wpm _____

Shorthand wpm _____

Dictaphone

Calculator

Computer (list types of computers & software) _____

Plumbing

Electrical

Carpentry

Electronics

Commercial Driver's License

List Other Skills:

Education/Training (In chronological order)

Dates (Month & Year)	Name of Institution	Location	Did You Graduate?	When?

References (List individuals, **not related to you**, whom you have known for **at least five years**.)

Name	Address	Occupation	Telephone	Yrs.

Work Experience

Employer Name, Address & Telephone	Position	Reason for Leaving	Date Start	Date End
Telephone ()				
Telephone ()				
Telephone ()				
Telephone ()				

We may contact any of your former or current employer(s). Please list here any names you **DO NOT** want us to contact and why: _____

Volunteer History

Name of Organization Address & Telephone	Individual to Contact or Program Name	Job Performed	Date Start	Date End
Telephone ()				
Telephone ()				
Telephone ()				

“YES” answers to the following five questions will not necessarily result in denial of employment. The District will consider all the circumstances, including the date and nature of events which have led to the actions described below. Your written explanation will assist the District in determining your eligibility and suitability for employment. Attach additional sheets if necessary.

1. Have you ever been convicted of, admitted committing, or are you awaiting trial for any crime (excluding only minor traffic violations not involving any allegation of drug or alcohol impairment)? You must answer “YES” even if the matter was later dismissed, deferred, vacated, or expunged. If you answer “YES,” you must provide dates of the proceedings, the court where the proceedings occurred, a statement of the accusation against you, and the final disposition of the case(s).

_____ YES / _____ NO. Explanation: _____

2. Have you ever been dismissed (fired) from any job, or resigned at the request of your employer, or while charges against you or an investigation of your behavior was pending? You must answer “YES” even if the matter resolved with any form of settlement or severance agreement, regardless of its terms. If you answer “YES,” you must provide the date of termination of employment, the name, address, and telephone number of the employer(s) and a statement of the alleged reasons for termination.

_____ YES / _____ NO. Explanation: _____

3. Have you ever had any license or certificate of any kind (teaching certificate or otherwise) revoked or suspended, or have you in any way been sanctioned by, or is any charge or complaint now pending against you before any licensing, certification, or other regulatory agency or body, public or private? If you answer “YES,” you must provide the dates of proceedings, name, address, and telephone number of the agency or body where proceedings took place, a statement of the accusations against you, and the final disposition.

_____ YES / _____ NO. Explanation: _____

4. Are you now being investigated for any alleged misconduct or other alleged grounds for discipline by any licensing, certification, or other regulatory body (teacher certification or otherwise) or by your current or any previous employer? If you answer "YES," you must provide the name, address, and telephone number of the employer or licensing body and a statement of the accusations against you.

_____ YES / _____ NO. Explanation: _____

5. Have you ever been convicted of a dangerous crime against children as defined in ARS 13-604.01? _____ YES / _____ NO. If so, provide details below, including date of conviction, court where convicted, sentence imposed, and present status of conviction.

Additional Information

I understand that all appointments to a position are subject to a probationary period of sixty working days and that I may be terminated with or without cause during that time.

By signing this application, I authorize you to request information concerning my education, training, experience, qualifications, and job performance from any former and current employer of mine (except as specifically indicated above), and I specifically waive any right I have under ARS 23-1361.B or otherwise to receive or examine a copy of any written communication regarding employment furnished by any former or current employer of mine.

I understand, at the time of hire, I will be responsible for costs incurred to complete fingerprinting and background investigation fees.

Consent of Release

I, _____, authorize Beaver Creek School District # 26 to request information concerning my education, training, experience, qualifications, and job performance from any former and current employer of mine. I waive any right I have under ARS 23-1361.B or otherwise to receive or examine a copy of any written communication regarding employment furnished by any former or current employer of mine.

READ THIS PARAGRAPH BEFORE SIGNING THIS APPLICATION

Every answer I have provided on this application is both complete and truthful. I understand and agree that:

- (1) If any information is omitted from or not filled in on this application, or if any false information is furnished, the District will reject my application;
- (2) If any false information is furnished, I will be ineligible for any future consideration for employment and may be subject to criminal prosecution; and
- (3) If I am employed by the District, I may be dismissed from employment, criminally prosecuted, and if certified, my certificate may be revoked, if it is later determined that I have furnished false information on this application.

Signature of Applicant

Date

ATTENTION

If you are an applicant for a classified position and your responsibilities would include any type of instruction with students, you need to meet either of the following conditions:

- 2 years of College (60 semester hours), or
- A.A. Degree, or
- Evidence of passing score from the ParaPro test. Log on to www.parapro@ets.org for details of test date, times, and cost.

Proof of the above would need to be provided with your application before an offer of employment can be made.

NOTE:

Please review classified application:

Page 3, Item #1 asking “have you ever been convicted of, admitted committing, or are you awaiting trial for any crime.”

Page 4, “Read this paragraph before signing this application.”

When your fingerprints are returned to BCESD, any misinformation provided on the application, revealed by the fingerprint results, will result in your ineligibility to work for Beaver Creek Elementary School District.