

New Trier Township High School District 203
Human Resources



Pre-Employment Authorization

Please fill in all required information.

- Are you eligible to work in the United States? Yes No
- Have you ever been convicted of a criminal offense other than a minor traffic violation? Yes No
If yes, please explain giving dates:

Please note: Applicants are not obligated to disclose sealed or expunged records of conviction or arrest. A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by the applicable law.

- Have you ever had any indicated finding of child abuse filed in your name? Yes No
If yes, please explain, giving dates:

Does your name appear on any sex offender database in any state or country? Yes No

Equal Opportunity Employer

New Trier Township High School District 203 is an equal opportunity employer and does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, ancestry, age, marital status, physical or mental disability, unfavorable discharge from military service or any other characteristic protected by applicable law. A disability or medical condition will not bar you from employment if you are able to perform with reasonable accommodation the essential functions for which you are applying.

Applicant's Acknowledgement and Agreement.

Section 10-21.9 of The School Code of the State of Illinois stipulates that an applicant for employment with a school district is required, as a condition of employment, to authorize a fingerprint investigation to ascertain if the applicant has been convicted of certain criminal offenses. The School Code also stipulates that the School District perform a check on the Statewide Sex Offender Database. Should I be a candidate for employment with New Trier High School Township district 203, I agree to authorize both investigations and will allow myself to be fingerprinted as a part of this investigation. A candidate may not be employed unless such investigation has been initiated.

I certify that all information given by me as part of the application and hiring process has been and will be true and complete. I authorize the School District to contact my references and previous employers to verify information I have provided, to obtain copies of evaluations and discipline records, if any, and to ask questions concerning my ability and prior work performance. I hereby release all such persons from any liability or damages on account of furnishing such information. I agree that my employment is contingent on successful completion of the hiring process and compliance with all relevant rules and regulations of the School District, and that if I give information that is found at any time to be false or incomplete in any material way or background checks produce information that would warrant a decision to deny employment, it shall be considered sufficient cause for denial of employment or discharge.

I agree to all of the terms above.

Signature _____ Date: _____

Print name: _____ Anticipated Position: _____