



CONCRETE SCHOOL DISTRICT #011

45389 Airport Way
Concrete, WA 98237

www.concrete.k12.wa.us

Phone (360) 853-4000

Fax (360) 853-4004

CERTIFICATED

EMPLOYMENT

APPLICATION

WELCOME TO OUR DISTRICT! WE ENCOURAGE YOU TO SUBMIT THE FOLLOWING:

- All applications must include the following. Please call the office if you have any questions:
 - Typed *letter* of interest
 - Current resume
 - Three letters of recommendation from your 3 most recent previous employers.
 - This Application* – Fully Completed
 - Completed sexual misconduct reports from former employer(s). *Please let office know how many you will need.*
 - Confidential Placement files and Official (*Unopened*) Transcripts from colleges/universities.
- All application materials become the property of Concrete School District #011 and will not be returned.
- In compliance with Federal and State equal opportunity employments laws, qualified applicants are considered for positions without regard to race, color, religion, sex, national origin, age, or the presence of a handicap or disability.
- Federal and State criminal history background checks will be required of candidates who will or may have unsupervised access to children or developmentally disabled persons. Any offer of employment is conditional and subject to acceptable outcome of a criminal history background check, the return of the required sexual misconduct form(s), and school board approval.
- For complete information regarding a position, please consult the job posting located in the school district office.

Print or type. Only completed applications will be considered.

Legal Name: Last/First/Middle:	Date of Application:
Other Name(s) Under Which Records May Be Listed:	Social Security Number: _ _ _ - _ _ - _ _ _
Complete Address: Both PO Box <u>and</u> Street Address Needed	Home Phone/Cell Number(s):
City State Zip	Business/Work Phone Number(s): E-mail Address:

Have you ever been employed in another school district? ☐ Yes ☐ No Where: _____

Have you ever been a member of the WA State Retirement System? Yes ☐ No ☐ How Long? _____

Position For Which You Are Applying: Check

- | | |
|--|--|
| <input type="checkbox"/> Pre-School Teacher | <input type="checkbox"/> High School Teacher 9-12, Subject(s): _____ |
| <input type="checkbox"/> Elementary School Teacher P-6 | <input type="checkbox"/> Middle School Teacher 7-8, Subject(s): _____ |
| <input type="checkbox"/> Administrator | <input type="checkbox"/> Counselor <input type="checkbox"/> Other/Specify: _____ |

Availability for Employment: check

☐ Full-Time ☐ Part-Time Please specify desired hours: _____

What is your current position and school district: _____

For School District Use Only

Date Received

TEACHING AND EDUCATIONAL AND/OR ADMINISTRATIVE EXPERIENCE

(List in chronological order with most recent first)

District or Agency	Complete Mailing Address	Position, Name of Supervisor Brief Description of Responsibilities	Dates of Service
			From: To:
			From: To:
			From: To:
			From: To:

ACADEMIC INFORMATION – COLLEGES, UNIVERSITIES, ETC.

Institutions-In order of Attendance	Current Mailing Address of Institution	Enrolled From/Date	Enrolled To/Date	Credits Earned	Degree(s) Earned

Major(s):

PROFESSIONAL INFORMATION

(Please list below all teaching, administrative & special certificates held)

Type of Certificate / Certificate Number	Issue Date	Expiration Date	State
/			
/			

Please list endorsements: 1. _____ 2. _____
3. _____ 4. _____

List professional societies, organizations, memberships, etc., relating to the position for which you are applying. You may exclude any organization that the name and character of which indicates race, color, creed, religion, age, national origin, marital status, sex, or the presence of any handicap or disability.

REFERENCES

(Individuals with knowledge of your character, personality, scholarship and work ability)

Name	Title	Address	Phone

Do you have a valid driver’s license? ☐Yes ☐No License Number:

List specialized training or other experiences that will contribute to your success in the position(s) for which you are applying:

QUESTIONS

In the space provided, please respond to each of the following:

1. Describe the teaching/professional environment in which you would like to work. Explain.

2. Briefly describe what you can offer the Concrete School District.

3. Share two experiences that have been your greatest success stories as a professional educator.

Does your visa or immigration status prevent you from lawfully becoming employed in the U.S.?

You will be required to furnish proof of U.S. citizenship or alien identification documents entitling you to work if you are hired.

☐YES ☐NO *If yes, please give brief explanation:*

Within the last seven years, have you been convicted of any crime or been incarcerated following conviction of a crime? If you answered yes, please give dates and explanation. (Conviction does not automatically exclude you from consideration for employment.

☐YES ☐NO *If yes, please give brief explanation:*

Are you able to perform the duties and tasks of the position?

☐YES ☐NO *If no, please give brief explanation:*

Are you able to perform the duties and tasks of the position for which you are applying with or without accommodation or assistance?

____ *With* accommodation or assistance **OR** ____ *Without* accommodation or assistance

If accommodation or assistance will be required, please explain how you would perform the duties/tasks, and with what accommodations.

Do you have any relatives currently employed by, or serving as a member of the Board of Directors of Concrete School District #011? Answering "yes" to this question will not exclude an applicant from consideration, but is used to prevent placement, which may create a conflict of interest.

☐YES ☐NO *If yes, please give brief explanation:*

**AN EQUAL OPPORTUNITY EMPLOYER
APPLICANT DISCLOSURE FORM PURSUANT TO RCW 43.43.830**

In accordance with RCW 43.43.830, applicants and perspective volunteers are required to complete this disclosure form. In addition, applicants who have been offered employment or volunteer assignments as outlined in said law will be required to complete a request for criminal history form. These requests will be forwarded to the Washington State Patrol for disclosure of any charges or findings. Applicants may be employed on a conditional basis pending completion of such background investigation. Volunteers will be retained on the same conditional basis.

Answer 'YES' OR 'NO' to each listed item. *If the answer is 'YES' to any item, explain in the space provided, indicating the*

charge or finding, the date and the court(s) involved.

1. Have you ever been convicted of any crimes against persons as defined in RCW 43.43.830 and listed as follows: Aggravated murder; first, second or third degree murder; first or second degree kidnapping; first, second or third degree assault; first, second or third degree rape; first, second or third degree statutory rape; burglary; first or second degree manslaughter; first or second degree extortion; indecent liberties; incest; vehicular homicide; first degree promotion prostitution; communication with minor; unlawful imprisonment; simple mistreatment; child abuse or neglect as defined in RCW 26.44.020; first, second or third degree child molestation; juvenile prostitute; child abandonment; promoting pornography; assault; violation of child abuse restraining order; child buying or selling; prostitution; felony indecent exposure or any of these crimes as they may be renamed in the future.
____ YES ____ NO If yes, explain: _____

2. Have you ever been found in a dependency action under RCW 13.34.030(2) (B) to have sexually assaulted or exploited any minor or to have physically abused any minor?
____ YES ____ NO If yes, explain: _____

3. Have you ever been found in a court in a domestic proceeding under Title 2 RCW to have sexually abused or exploited any minor or to have physically abused any minor?
____ YES ____ NO If yes, explain: _____

4. Have you ever been found in any disciplinary board final decision to have sexually abused or exploited any minor or had physically abused any minor?
____ YES ____ NO If yes, explain: _____

Pursuant to RCW 9A.72.085, I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct:

APPLICANT'S SIGNATURE: _____ DATE: _____

INVESTIGATION CONSENT AND RELEASE OF LIABILITY FORM

I certify that all statements made by me on this application are true and complete. I understand that misrepresentation or falsification of statements made in the application constitutes grounds for immediate dismissal. I authorize Concrete School District #011 to make an investigation of my personal, educational, vocational, or employment history. I further authorize any former employer, firm, corporation, educational or vocational institution, or government agency to provide Concrete School District #011 with any information they have regarding me. I hereby release and discharge Concrete School District #011 and all those who provide information from any and all liability as a result of furnishing and receiving this information.

Signature of Applicant:

Date of Signature:

The district shall provide equal employment opportunity and treatment for all applicants and staff in recruitment, hiring, retention, assignment, transfer, promotion and training. Such equal employment opportunity shall be provided without discrimination with respect to race, creed, religion, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation including gender expression or identity, marital status, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability. The district is a smoke-free/drug free workplace. Inquiries regarding compliance and complaint procedures can be directed to:

Affirmative Action/Title IX/ADA/Section 504 Officer:

Wayne Barrett, 45389 Airport Way, Concrete WA 98237 (360) 853-4000

Please submit the following:

- _____ Completed District Application
- _____ Resume
- _____ Letter of Interest
- _____ Official Transcripts
- _____ Letters of Recommendation
- _____ Completed sexual misconduct form(s), if applicable

Send to:

Personnel Officer
Concrete School District
45389 Airport Way
Concrete, Washington 98237


