

Please return this form to:
Human Resources Office
 Red Bluff Union Elementary School District
 1755 Airport Boulevard, Red Bluff, CA 96080
 Telephone: (530) 527-7200
 Fax: (530) 527-9308

Red Bluff Union Elementary School District
Application for Employment
Administrative Position



Applicants are requested to submit this completed form, a cover letter, a résumé and three current letters of reference. Please attach verification.

Please complete in ink or type.

I am applying for the position of _____

NAME: _____	DAY PHONE: _____
MAILING ADDRESS: _____	How did you hear about this position?
_____	_____

Do you have a Clear Administrative Credential? Yes, Please attach verification No, If no, explain on attachment
 Has your credential ever been suspended or revoked? (If yes, explain on attachment) Yes No
Date available for employment: _____

EDUCATION BACKGROUND				
College/University City and State	Dates Attended	Major	Minor	Degree

Number of semester units of graduate work beyond BA or BS degree (1Qtr. Unit = 2/3 Sem. Unit) _____
Total years full-time teaching _____ **Total years full-time administrative and/or supervisory** _____
Languages (Other than English) _____ Speak Read Write
 _____ Speak Read Write

PROFESSIONAL EXPERIENCE Begin with most recent experience. List teaching, supervision and administration experience. Please provide phone numbers that can be reached when school is not in session.					
Institution Name Mailing Address	Dates	Full or Part-time	Supervisor & Phone Number	Position Title	Enrollment

WORK EXPERIENCE OTHER THAN TEACHING			
Date	Position	Business Name AND Address	Supervisor and Phone Number

1. What would be your most significant contribution as administrator?

2. What are your qualifications for this position?

Are any criminal charges or proceedings pending against you? (If yes, explain on attachment)

Yes

No

NOTE: A criminal charge or proceeding may not necessarily disqualify you from the job for which you have applied.

Have you been convicted of any offense involving physical or sexual molestation, physical or sexual abuse or rape of a child? (If yes, explain on attachment)

Yes

No

Have you ever been convicted of any felony or misdemeanor? (If yes, explain when, where and disposition)

Yes

No

NOTE: A conviction may not necessarily disqualify you from the job which you have applied.

FINGERPRINTING FOR CONDUCTING A BACKGROUND INVESTIGATION IS REQUIRED

REFERENCES Please provide three names, titles, addresses and business phone numbers and phone numbers that can be reached when school is not in session. We will contact these references.

1)

2)

3)

My signature below authorizes Red Bluff Union Elementary School District to conduct a background investigation and authorizes release of information in connection with my application for employment. Further, I hold harmless any individual or firm for any information that it may provide in this investigation which 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 Red Bluff Union Elementary School District and the reference source from any liability in connection with its release or use. This release includes the sources cited above, law enforcement agencies and any locality to which they may refer for release of information pertaining 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 false 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 Red Bluff Union Elementary School District.

Signature of Applicant

Applicant (Please Print Name)

Date