



APPLICATION FOR EMPLOYMENT

La Salle College High School is an equal opportunity employer and complies with all federal, state and local laws which prohibit discrimination in employment because of race, color, national origin, age (18 or older), gender, disability, marital status, and veteran status.

GENERAL EMPLOYMENT INFORMATION

Name: _____ Date: _____

Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Email: _____ Social Security Number: _____

Position Applied For: _____

Salary Desired: _____ Date Available: _____

EDUCATION

Secondary School

Name: _____

Address: _____

Did You Graduate? (circle one): Yes No If No, Number of Years Completed: _____

Special Accomplishments, Awards, Honors and Publications:

College or University

Name: _____

Address: _____

Did You Graduate? (circle one): Yes No If No, Number of Years Completed: _____

Major/Minor: _____ Degree: _____

Special Accomplishments, Awards, Honors and Publications:

Post-Graduate Education

Name: _____

Address: _____

Did You Graduate? (circle one): Yes No If No, Number of Years Completed: _____

Major/Minor: _____ Degree: _____

Special Accomplishments, Awards, Honors and Publications:

Additional Education, Including Degrees, Certifications, Special Courses, and Other Programs:

EMPLOYMENT HISTORY (list most recent position first)

Pennsylvania Act 168 requires that individuals applying for positions involving direct contact with children provide information for all current and former employers as well as any school entities where you were employed in a position that involved direct contact with children.

Employer's Name: _____

Employer's Address and Telephone Number: _____

Dates of Employment: From _____ to _____

Job Title: _____

Duties Involved: _____

Supervisor's Name: _____

Reason for Leaving: _____

Additional Information: _____

Employer's Name: _____

Employer's Address and Telephone Number: _____

Dates of Employment: From _____ to _____

Job Title: _____

Duties Involved: _____

Supervisor's Name: _____

Reason for Leaving: _____

Additional Information: _____

Employer's Name: _____

Employer's Address and Telephone Number: _____

Dates of Employment: From _____ to _____

Job Title: _____

Duties Involved: _____

Supervisor's Name: _____

Reason for Leaving: _____

Additional Information: _____

Employer's Name: _____

Employer's Address and Telephone Number: _____

Dates of Employment: From _____ to _____

Job Title: _____

Duties Involved: _____

Supervisor's Name: _____

Reason for Leaving: _____

Additional Information: _____

PROFESSIONAL REFERENCES

Name: _____

Address: _____

Daytime Telephone Number: _____

Occupation: _____

Name: _____

Address: _____

Daytime Telephone Number: _____

Occupation: _____

Name: _____

Address: _____

Daytime Telephone Number: _____

Occupation: _____

PERSONAL REFERENCES

Name: _____

Address: _____

Daytime Telephone Number: _____ Occupation: _____

Dates Known/Relationship To You: _____

Name: _____

Address: _____

Daytime Telephone Number: _____ Occupation: _____

Dates Known/Relationship To You: _____

Name: _____

Address: _____

Daytime Telephone Number: _____ Occupation: _____

Dates Known/Relationship To You: _____

ADDITIONAL QUESTIONS

Have you ever been previously employed by La Salle College High School? (circle one) Yes No
If Yes, please state when:

Have you ever applied for a position at La Salle College High School? (circle one) Yes No
If Yes, please state the position and the application date:

Do you have any relatives working at La Salle College High School? Yes No
If Yes, please identify them:

Are you age 18 or older? Yes No If not, state your age _____.

La Salle may only employ individuals who are legally authorized to work in the United States. If offered employment, can you provide proof that you are legally entitled to work in the United States? (circle one) Yes No

Do you have any commitments to any other employer which may affect your employment? (circle one) Yes No
If Yes, please describe the commitment:

Are you able to perform, with or without reasonable accommodation, the essential functions of the job or occupation for which you are applying? (circle one) Yes No

Have you, since attaining the age of 18, been convicted of a criminal offense or, prior to age 18, been adjudicated delinquent for any felony charge? (circle one) Yes No
If yes, please provide details (use back of sheet if necessary):

(An offense against certain specified provisions of Title 18 of the PA Consolidated Statutes will disqualify you from employment under PA School Code 1-111.)

Do you have any charges currently pending against you? (circle one) Yes No
If yes, please provide details (use back of sheet if necessary):

PRE-EMPLOYMENT STATEMENT

The facts stated in my application for employment are true and complete. I understand that false statements shall be grounds for denial of employment and, if employed, for immediate dismissal. I authorize La Salle College High School to investigate all statements and claims contained within this application and subsequent oral interviews, and I acknowledge and agree that La Salle College High School may check references from sources other than those personal references listed herein. I hereby release all current and former employers from any charges or damages for releasing any and all employment information, whether subjective or objective, to La Salle College High School.

I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract for either employment or for the provision of any benefit. No promises regarding employment have been made to me and I understand that no such promise is binding unless made in writing. If an employment relationship is established, I understand that I will be employed at will and that I have the right to terminate my employment at any time, and that La Salle College High School and its agents will retain a similar right.

Signature of Applicant: _____

Date: _____

Applications are retained and considered in connection with appropriate job vacancies for twelve (12) months after their receipt. If you wish to apply for employment thereafter, you must submit a new application.