

Camden-Frontier School District

4971 W Montgomery Road
Camden, MI 49232
camdenfrontier.org

Phone: (517) 368-5258
Fax: (517) 368-5959

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State Zip Code

Phone: (____) _____ Email Address: _____

Date Available to Start: ____ / ____ / ____ Desired Salary: _____

Position(s) Applying For: _____

Available to Work: Full Time ___ Part Time ___ If part-time, list availability: _____

Are you a citizen of the United States? Yes ___ No ___ If no, are you authorized to work in the US? Yes ___ No ___

Have you ever worked for our organization? Yes ___ No ___ If yes, when? _____

Have you ever been convicted of a crime? Yes ___ No ___ If yes, which one? Felony ___ Misdemeanor ___

Please explain (written statement may be attached):

Are there any felony charges pending? Yes ___ No ___ If yes, explain: _____
Please note that some misdemeanor and/or felonies restrict school employment. All felonies must be reviewed by the school board prior to employment.

Emergency Contact

Full Name: _____ Relationship: _____

Address: _____ Phone: (____) _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? Yes ___ No ___ Degree: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? Yes ___ No ___ Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? Yes ___ No ___ Degree: _____

Personal References (Please do not list previous employers or relatives)

Full Name: _____ Relationship: _____

Occupation: _____ Phone: (____) _____

Address: _____

Full Name: _____ Relationship: _____

Occupation: _____ Phone: (____) _____

Address: _____

Previous Employment

Company: _____ Phone: (____) _____ Supervisor: _____

Address: _____ May we contact for reference? Yes ___ No ___

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Company: _____ Phone: (____) _____ Supervisor: _____

Address: _____ May we contact for reference? Yes ___ No ___

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Company: _____ Phone: (____) _____ Supervisor: _____

Address: _____ May we contact for reference? Yes ___ No ___

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

PLEASE READ CAREFULLY

Applicant Certification and Agreement

I hereby certify that the facts set forth in the preceding employment application and other application materials are true and complete to the best of my knowledge. I also understand that the submission of this application does not assure me of an interview or any further consideration for employment with Camden-Frontier School District. I understand that if employed, falsified statements on this application and related materials shall be considered sufficient cause for dismissal. I also authorize the school district to inquire and verify any information contained on this application and related materials and the district shall not be liable for any damages that may result from such inquiry or verification.

Furthermore, should I be conditionally offered employment in a position with Camden-Frontier Schools, I do hereby acknowledge that I may be required to undergo a physical examination as a precondition and prerequisite to my employment with Camden-Frontier Schools, and I do hereby authorize and consent to do so as required. I also authorize Camden-Frontier School District to obtain a criminal records check required by P.A. 99 of 1992 and/or the Michigan Pupil Transportation 4456 Act.

Furthermore, I do hereby acknowledge, authorize and consent to the release of the criminal records check and test results and other medical information obtained by the physical examination to the officials, administrative authorities, and agents of Camden-Frontier School District for review and inspection, which will be considered and may govern the final decision and determination of whether or not I will be employed.

I do hereby understand and acknowledge that if I refuse to submit to the criminal records check, or to any portion of the physical examination, I will not be hired.

Signature: _____ Date: _____

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disability Act of 1990, it is the policy of the Camden-Frontier School District that no person shall, on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight, marital status, or any other legally protected characteristic be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program, activity or service or in employment. For information, contact Human Resources, 4971 W Montgomery Road, Camden, MI 49232.