

**Charlo Schools 7J**  
**P.O. Box 10**  
**Charlo, MT 59824**

**CHARLO SCHOOL DISTRICT 7J APPLICATION FORM**

PERSONAL INFORMATION (please type or print legibly)

FULL NAME \_\_\_\_\_  
Last First Middle

SOC. SEC. NO. \_\_\_\_\_

ADDRESS \_\_\_\_\_  
\_\_\_\_\_

PHONE ( ) \_\_\_\_\_

POSITION APPLYING FOR \_\_\_\_\_

**SIGNATURE RELEASE**

I certify that all of the information I have provided herein is true, correct, and complete to the best of my knowledge. I authorize School District 7J to investigate all statements contained in this application for employment as may be necessary in arriving at an employment decision. The information given by any individual shall be confidential, and I release School District 7J, my former employers, and all references from any and all liability in obtaining or disclosing such information. I understand that false or misleading information given in my application or interview(s) may result in discharge.

SIGNATURE OF APPLICANT \_\_\_\_\_

DATE \_\_\_\_\_

**CERTIFICATED SCHOOL EXPERIENCE**

District/School Name	Grade	Years	Full Time/Part Time	Reason for Leaving
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**SUBSTITUTING EXPERIENCE**

District/School Name	Grade	Years	Full Time/Part Time	Reason for Leaving

**WORK EXPERIENCE OUTSIDE OF K12 CERTIFIED EXPERIENCE**

District/School Name	Grade	Years	Full Time/Part Time	Reason for Leaving

**EXTRA -CURRICULAR EXPERIENCE**

Activity	Position	Years	Level (HS, MS, ELEM.)

**SPECIAL SKILLS, QUALIFICATIONS, AND MULTICULTURAL EXPERIENCE**

Summarize special job-related skills, qualifications, and experience obtained working with people of multicultural backgrounds.

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**EMPLOYMENT DATA** Educational level and experience.

BA+ \_\_\_\_\_ Semester Credits \_\_\_\_\_ Years experience (maximum of five)

Present position or employment status. \_\_\_\_\_

Are you currently under contract for the coming year? \_\_\_Yes \_\_\_No

Have you ever been convicted of a felony? \_\_\_Yes \_\_\_No

**Please answer the following questions:**

1. Do you have the legal right to work in the United States?  
\_\_\_Yes \_\_\_No
2. Are you able with or without reasonable accommodation to perform the functions of the job for which you are applying?  
\_\_\_Yes \_\_\_No
3. Have you ever been released or discharged from employment or resigned to avoid such release or discharge?  
\_\_\_Yes \_\_\_No

If yes, please explain. Include the date of discharge or resignation and the reason for discharge or resignation.

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4. Have you ever been subject to an investigation by the Department of Public Health and Human services or any other state agency that resulted in a substantiated finding of child abuse or neglect?  
\_\_\_Yes \_\_\_No

If yes, please explain. Include the date of discharge or resignation and the reason for discharge or resignation.

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5. I hereby certify that (check the applicable box and provide the information requested):

\_\_\_\_\_ I have not pleaded guilty to, adjudicated or have been convicted of any violation of criminal law, including criminal convictions resulting from a deferred sentence or a plea of nolo contendere/no contest (minor traffic offenses excepted).

\_\_\_\_\_ I have pleaded guilty to, been adjudicated or have been convicted of at least one violation of criminal law. Please attach and sign a complete description of the circumstances surrounding such conviction. (This may not necessarily disqualify a person from consideration from employment.)

**EQUAL OPPORTUNITY EMPLOYER**

School District 7J prohibits discrimination against or harassment of any person employed by or seeking employment with the school district because of race, creed, religion, color, political affiliation or national origin, or because of age, physical or mental disability, marital status, or gender when the reasonable demands of the position do not require an age, physical or mental disability, marital status, or gender distinction. People of disability may request reasonable accommodation in the hiring process by contacting the school district personnel office.

**REFERENCES** List at least three references who are not related to you and are not previous employers.

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_