

Berryessa Union School District



Pathway to the Future

Personnel Services

1376 Piedmont Road
San Jose, CA 95132

Phone (408) 923-1850
FAX (408) 251-4053

www.berryessa.k12.ca.us

APPLICATION FOR EMPLOYMENT CLASSIFIED

The following must be submitted with your application:

- ❖ Resume
- ❖ Cover or Application Letter
- ❖ Letters of Recommendation (*minimum of two letters*)

Your application will be considered when all items have been submitted.

Berryessa Union School District is an Equal Opportunity Employer. The District is in compliance with all relevant state and federal laws, including but not limited to Title IX of the Education Amendments of 1982. The District does not discriminate on the basis of race, color, creed, religion, ancestry, national origin, age, sex, sexual orientation, marital status, medical condition, or disability, in any of its programs, activities, or employment practices.

PERSONAL DATA

Last Name	First	Middle
Address	City	State
Home Phone	Work Phone	Cell Phone/Pager
Electronic-mail address		

Please select one of the following: Regular Substitute Temporary Management

Position and Vacancy number for which you are applying for. If more than one, please indicate.	Vacancy Number

Work Experience (past 5 years)
(List most current position first.)

Dates From/To	Employer/Supervisor	Position/Reason for Leaving	City/State	Phone

Language(s) other than English in which you are proficient: **Speak?** **Read?** **Write?**

Other skills related to position for which you are applying (i.e. computer skills, type of software)

EDUCATION

High School (9-12) - LIST NAME AND LOCATION OF LAST SCHOOL ATTENDED IN THE BOXES BELOW.		Number of years attended	Did you graduate?
Name of High School	Address		
Special Courses/Training Schools - NAME AND LOCATION OF LAST SCHOOL ATTENDED.			
Name of School	Address		
Name of School	Address		
College/University Education (List most current institution first.)			
Name/Location	Dates	Degree	Major

Professional References

(Include at least three people who have current knowledge of your work experience; i.e. current/previous supervisors)

Name	Title	Postal & E-mail Address	Phone
			Area Code ()
		e-mail:	
			Area Code ()
		e-mail:	
			Area Code ()
		e-mail:	
			Area Code ()
		e-mail:	
			Area Code ()
		e-mail:	

Other Information

Yes ___ No ___ Are you now the subject of any inquiry, disciplinary action, review or investigation, in any district, or in the courts of California or any other state in connection with any alleged misconduct?

Yes ___ No ___ Have you ever been dismissed or asked to resign from any position?

Yes ___ No ___ Have you ever pleaded guilty or been convicted of a felony or misdemeanor? (State law requires that all applicants prior to employment be fingerprinted and prohibits employment of any person convicted of certain sex and narcotic offenses.)

Yes ___ No ___ Are you out on bail or your own recognizance as a result of criminal proceedings pending trial?

NOTE: If you answered “yes” to any of the questions above, attach additional page(s) explaining your answer(s). A “yes” answer to any of the above questions is not an absolute bar to employment.

Yes ___ No ___ Would you work full-time? _____ Part-Time? ___ If part-time, what days or hours? _____

Yes ___ No ___ Have you been previously employed by this school district? If yes, when? _____

Yes ___ No ___ Do you have a California’s Driver License? Restricted? **Yes ___ No ___ Type** _____

Yes ___ No ___ Have you ever belonged to the Public Employee’s Retirement System?

Yes ___ No ___ Are you immediately available for employment? If not, how soon? _____

Yes ___ No ___ Are you able to perform the essential job functions with or without a reasonable accommodation?

Yes ___ No ___ Can you, after employment, submit verification of your legal right to work in the United States?

Yes ___ No ___ Do you have qualifications which especially equip you to work with culturally diverse and/or multi-ethnic programs? *Enclose a brief explanation with this application*

My signature below authorizes the Berryessa Union School District to conduct a background investigation and authorizes release of information in connection with my application for employment, of any information concerning my ability character, reputation, job performance, and previous employment record. The investigation may consider such information as criminal or civil convictions, driving records, information from present and 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 the Berryessa Union School District and the reference sources from any liability in connection with the release or use of this information.

If Berryessa Union School District makes me a conditional offer of employment, I consent to being fingerprinted and submitting to a medical examination. I also agree to furnish to Berryessa Union School District proof of my age and eligibility to work in the United States.

I understand that nothing contained in this employment application or in the granting of an interview creates an employment contract between Berryessa Union School District and me for employment or for the providing of any benefit. No promises regarding employment have been made to me, and I understand that no promises or guarantees are binding upon Berryessa Union School District unless made in writing and approved by the Governing Board.

Applicant’s Signature

Date Signed

APPLICATION CHECKLIST

- ✓ *Is your application signed and dated?*
- ✓ *Did you complete all items of this application?*
- ✓ *Did you complete any application supplements?
(only when applicable)*



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We wish You Success!