# **APPLICATION FOR EMPLOYMENT**

## **HUNTINGDON AREA SCHOOL DISTRICT**

2400 Cassady Avenue, Suite 2 Huntingdon, PA 16652 814-643-4140

	Date:						
		Position Ap	plied For:				
No person	seeking em	ployment with us	portunity and fully in shall be subject to igion, sex, age, nat	either adverse	or preferential		
Name							
	ameLast		First	Mic	ldle		
Social Sec	curity No		<u> </u>				
Present Address							
	No.	Street	City	State	Zip Code		
Telephone	Number						
How did yo	ou learn of th	is opening?					
Have you	worked for us	s before?	If yes,	, when?			
Do you wa	nt to work	Full-Time or	Part-Time or _	Substitute?	If part-time,		
specify day	ys and hours						
lf hired, wh	nen will you b	e available for wo	ork?				
Do you ha	ve a reliable	method of transp	ortation to get to w	ork?			

Applicants are considered for all positions without regard to race, color, religion, sex, patienal origin, age, marital or veteran status or the presence of a non-job related medical condition or handicap.

### APPLICANT AFFIRMATIVE ACTION FORM

The federal government requires that an employer maintain records on the sex, ethnicity and handicapped status of its applicants. See Uniform Guidelines on Employee Selection Procedures, 29 C.F R ss 1607 et seq , 41 C F S. ss 60-3.1 et seq. (1978). In order to comply with these requirements, Huntingdon Area School District requests that you supply the information sought below. The information is for record keeping and affirmative action purposes only and will not in any way affect employment decisions. The questionnaire will be kept separately from your application and submission of the information is VOLUNTARY.

Position a	applied for					
Gender (	Check one)·	male		female		
Race/Eth (Check o	nic Group ne)	Black		White	Hispar	IIC
		Asıan/Pacific	Islander	A	merican Indian	/Alaskan Native
PHYSICA Governm Readjusti advance Section 5 The infor	AL OR MENTAL tent contractors ment Act of 19 in employment 503 of the Rehaboration is voluntation is voluntation.	/ETERANS, VIETNAI HANDICAPS. are subject to 3i 74 which requires the qualified disabled virilitation Act of 1973, a ary and confidential e following applies:	8 USC hat they eterans as emplo	2012 of take affir and vetera syment qua	the Vietnam mative action ans of the Vie	Era Veterans to employ and tnam Era, and ped individuals.
	Vieti	nam Era Veteran			Disabled Ve	eteran
<b>Employer</b>	r and does not	able laws, Huntingdo discriminate on the igin, physical or ment	basis o	f race, co		
employer necessar	checked the line	o not answer the follo e next to the question occupational qualific	, thereby	/ indicating	the requested	information is
	re you over 18 y ou are of minimu	ears of age? If m legal age.	no, emp	oloyment is	subject to veri	fication that
/_ Ple	ease indicate wh	en you attended scho	ool: Eler	nentary fro	m	to
Hi	igh School from	to	, C	ollege fron	n to	·
√ N	umber of Depen	dents(self included)	Ar	e you a U.	S. Citizen?	
н	ave you ever be	en bonded?	If ye	s, on what	jobs?	
√ H	ave you been co	onvicted of a crime in	the past	ten years,	excluding misd	emeanors and
tra	affic violations?	If so, ple	ase expl	ain ın full _		

If yes	, describe the handicap(s	and work limitation	s	
Employer ma	ay ask other bona fide oc	cupational questions	below:	<u>-</u>
		EDUCATION		
	Name and Address of School	Circle Last Year Completed	Graduated (Yes/No)	Degree
Elementary		6 7 8 9		
High School		10 11 12		
College		1 2 3 4		
Other				
Average Hig	gh School Grades: A	А В	_ C	D_
Final Colleg	e Grade Point Average	eOut of	Possible	<del></del>
Explain any	additional schooling or	specialized training	g not covered	above
MILITARY SE	<del></del>			
Branch	From Mo./Yr.	To Mo./Yr.	Rank At Separation	Dut Spe
	1			
<u> </u>				<del>-  </del> -

PERSONAL REFERENCES	excluding former	employers or rela	tives)
NAME	ADD	RESS	TELEPHONE NUMBER
EMPLOYMENT HISTORY	(List in order with	last to present en	nployer first.)
A. Name of Company B. Street Address C. City and State	Dates Employed Month/Year	Position and Salary	A. Name of Supervisor B. Supervisor's Title C. Reason for Leaving
A.	From	Position	Α.
В.	То	Last Salary	В.
C.			C.
A.	From	Position	A.
В.	То	Last Salary	В.
C			C
Α.	From	Position	A.
В.	То	Last Salary	В.
C.		<u></u>	C.
•		-	ndicate below which one(s)
you do not wish us to con	tact		
for rejection of my application agree to be fingerprinted or	y knowledge and I up on for employment of to submit to a phys sonnel evaluation (p	understand that any or discharge from m ucal examination by oolygraph) test whe	
Signature of Applic SEND APPLICATION TO:		Date Superintendent	

Mr. Fred Foster, Superintendent Huntingdon Area School District 2400 Cassady Avenue, Suite 2 Huntingdon, PA 16652

### APPLICANT - DO NOT WRITE ON THIS PAGE

## <u>INTERVIEWS</u>

			<del></del> -	<del></del> _		
Interviewer			Date	<u> </u>	Co	omments
			<u> </u>	l 		
			T			
			<del></del>			<del></del>
TEST RE	ESULTS	<u>s</u>				
Tests Administered Date		Raw Score	Rating	retation and Comments		
		ı				
REFERE	NCE C	HECKS		<del></del>		
Reference		Per	rson Chec Referenc	Comments		
		<del>-</del>				
						<del> </del>
			<del></del>			
Accepte	d for e	mployme	nt?	Ye	es	No
If yes: Starting Rate		per	r; Starting Date		ate;	
Position			Dept			
	Employ	yed by			Approv	ved by
lf no:	Should	l applicar	nt be consid	dered for t	future open	nings? Yes N