

COAST UNIFIED SCHOOL DISTRICT, CAMBRIA, CALIFORNIA

CLASSIFIED EMPLOYMENT APPLICATION

Date of Application \_\_\_\_\_

IMPORTANT INSTRUCTIONS: Answer all questions. Print in ink or type. If you need additional space to answer any questions you may attach extra sheets. Please complete both sides of this form.

Position for which you are applying:

Would you accept: Yes No
Substitute work \_\_\_ \_\_\_
Part-time work \_\_\_ \_\_\_

NAME: (Last) (First) (Middle)

Present Mailing Address: (# & Street/P.O. Box) (City) (Zip)

Telephone: (Home) (Work) Social Security Number

Have you been previously employed by Coast Unified or Coast/Cambria/Cayucos District? If yes, when? Yes No

Have you ever been convicted of any felony or misdemeanor offense, including entering a plea of nolo contendere, in California or in any other state or place? (If yes, provide details and Section Code of offense on an attached sheet.) Yes No

Do you have a pending felony or misdemeanor case? (A conviction will not automatically bar you from consideration for employment. However, if you fail to disclose the fact of a conviction, that failure will result in disqualification from the employment process and/or immediate termination of employment. Education Code prohibits hiring a person who has been convicted of a serious and violent misdemeanor, and felony criminal offenses and sex offenses as outlined in AB 1610 and AB 1612.) Yes No

Do you possess a California Driver's License? License Number Expiration Date Yes No

Have you ever been discharged or forced to resign because of misconduct or unsatisfactory service? (If yes, please explain in full on an attached sheet.) Yes No

Do you have any physical condition or handicap which may limit your ability to perform the job(s) applied for? (If yes, indicate on an attached sheet what can be done to accommodate your limitation.) Yes No

Name any language, other than English, that you speak (read/write) fluently: \_\_\_\_\_

Clerical Applicants only: Approximate shorthand speed \_\_\_\_\_ wpm Approximate typing speed \_\_\_\_\_ wpm

Table with 2 columns: EDUCATION: List Name & Location, Graduate: No Yes. Rows include High School, Community College, College or University, Business, Trade/Other.

List other training and education important to this job on an attached extra sheet, if necessary.

**EMPLOYMENT:**

*Please give accurate, complete full-time and part-time employment record.*

**START WITH PRESENT OR MOST RECENT EMPLOYER.**

Company Name	Telephone Number ( )
Address	Employed Mo & Yr. From To
Name of Supervisor	Salary \$ Per
State Job Title and Duties	Reason for Leaving
_____	_____
_____	_____

=====

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_____	_____
_____	_____

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**LIST ANY ADDITIONAL WORK EXPERIENCE WITHIN PAST 10 YEARS ON AN ATTACHED SHEET.**

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May we contact present employer?    Yes    No                      Past employers?    Yes    No

**PERSONAL REFERENCES: (not former employers or relatives)**

Name and Address	Telephone
_____	_____
_____	_____
_____	_____

*I certify that all statements herein are true and complete to the best of my knowledge. I understand that any false statements of material facts will subject me to disqualification or dismissal.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

# COAST UNIFIED SCHOOL DISTRICT, Cambria, California

POSITION \_\_\_\_\_

DATE \_\_\_\_\_

In our efforts to ensure equal opportunities it is necessary that we maintain statistics on job applicants. We would appreciate your voluntary cooperation in providing the information requested below.

This form will be detached when your application is submitted. Please be reminded that this information is not used in the selection process.

**INSTRUCTIONS:** Please place an "X" on the appropriate line.

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1. \_\_\_      **White, Caucasian, Anglo**
  
  2. \_\_\_      **Black, Afro-American, Negro, Jamaican, Trinidadian, West Indian**
  
  3. \_\_\_      **Mexican American, Chicano, Latino, South American, Central American, Cuban, Puerto Rican**
  
  4. \_\_\_      **American Indian**
  
  5. \_\_\_      **Oriental, Chinese, Japanese, Asian American, Korean, Filipino**
  
  6. \_\_\_      **Other Minorities, including Aleuts, Malayans, Thais, Samoans, others not covered by a category listed above**
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7. \_\_\_      **Male**
  
  8. \_\_\_      **Female**
  
  9. \_\_\_      **Physically Handicapped**
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