



APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

Name: _____

Address: _____

Phone: _____ E-mail: _____

Positions Applying For: _____ When Available _____

POST-SECONDARY EDUCATION (Official transcripts will be required for persons selected for employment)

Institution: _____

Degree (if earned): _____
Name City State Mo. and Yr.: _____

Major Field of Study: _____ No. of Credits Earned: _____

Institution: _____

Degree (if earned): _____
Name City State Mo. and Yr.: _____

Major Field of Study: _____ No. of Credits Earned: _____

Institution: _____

Degree (if earned): _____
Name City State Mo. and Yr.: _____

Major Field of Study: _____ No. of Credits Earned: _____

LICENSES AND CERTIFICATES (List name, type, number and state where license or certificate was issued)

_____ Exp. Date _____

_____ Exp. Date _____

_____ Exp. Date _____

_____ Exp. Date _____

SPECIAL INTERESTS OR TALENTS (Very important to our program as every staff member will be a mentor to students, i.e., gardening, reading, research, politics, technology)

EMPLOYMENT HISTORY (Include all of your employment experience, listing the most recent first. Provide your complete employment history even if you attach a resume.)

Position: _____ Employer: _____

Supervisor: _____ Start/End Salary: _____

Address: _____

Phone: _____ Dates Employed From: _____

Responsibilities: _____

Reason for Leaving: _____

Position: _____ Employer: _____

Supervisor: _____ Title: _____

Address: _____

Phone: _____ Dates Employed From: _____

Responsibilities: _____

Reason for Leaving: _____

Position: _____ Employer: _____

Supervisor: _____ Title: _____

Address: _____

Phone: _____ Dates Employed From: _____

Responsibilities: _____

Reason for Leaving: _____

Applicant's Signature: _____ Date: _____

ATTACH BRIEF RESUME, INCLUDING 3 REFERENCES AND SUBMIT TO: Explore Knowledge Academy
Business Office
5871 Mt. Vista
Las Vegas, NV 89120

RESTRICTED PERSONAL DATA

Name _____

Social Security Number _____ - _____ - _____

Criminal Record (All Applicants)

At the time of employment your fingerprints will be researched by local, state, and federal law enforcement agencies. Your employment with Explore Knowledge Academy is temporary and probationary pending successful processing of your fingerprints. Sealed or expunged records must be revealed unless the records were expunged or sealed by court order in Nevada. Your omission of any criminal history will result in your **immediate** termination. The following questions must be answered truthfully:

All Applicants

Please Choose

1. Are you able to perform the essential tasks of the job for which you are applying?
2. Have you ever been convicted of an offense other than a minor traffic violation?
(DUI and DWI convictions are not minor and must be reported.)
3. Have you even been arrested for a felony?
4. Have you ever been charged with a felony?
5. Have you ever been convicted of a felony?
6. Have you ever been arrested (even if no contest or charges dropped or pled down) for a sex related offense?
7. Have you ever been charged (even if no contest or charges dropped or pled down) for a sex related offense?
8. Have you ever been convicted (even if no contest or charges dropped or pled down) for a sex related offense?
9. Have you ever been arrested (even if no contest or charges dropped or pled down) for a drug related offense?
10. Have you ever been charged (even if no contest or charges dropped or pled down) with a drug related offense?
11. Have you ever been convicted (even if no contest or charges dropped or pled down) of a drug related offense?
12. Have you ever been arrested for an act of violence, including domestic violence?
13. Have you ever been charged with an act of violence, including domestic violence?
14. Have you ever been convicted of an act of violence, including domestic violence?

Licensed Personnel

15. Has your professional license ever been revoked?
16. Have you ever been discharged or separated from a position with a school district or been asked to resign a licensed agreement?
17. Have you ever been the subject of an investigation by a school district or any other employer?
18. Have you ever had sanctions placed on your teaching certificate anywhere?
19. Have you ever been denied a teaching certificate anywhere?
20. Is disciplinary action currently pending anywhere against your certificate?

IF YOU ANSWERED YES TO ANY OF THE LAST NINETEEN QUESTIONS, YOU MUST DIRECT A CONFIDENTIAL LETTER TO THE OPERATIONS MANAGER, EXPLAINING THE SITUATION(S). PLEASE INCLUDE COPIES OF THE ARREST RECORD(S), AND ANY COURT DISPOSITION DOCUMENTS.

Note: Existence of a criminal record does not constitute an automatic bar to employment.

How did you hear about employment opportunities at Explore Knowledge Academy?

Circle the number of the statement that best applies:

Other _____

Former Applicant?

If Yes, date applied: ___/___/___ (Contracted Teaching Experience Only)

Former Employee?

If Yes, dates of service From ___/___/___ To ___/___/___

Signature of Applicant _____

Date _____