



Cocalico School District
800 South Fourth Street
P.O. Box 800
Denver, PA 17517
E.O.E

Employment Application

Applicant Information

Date: _____ Position/Shift Desired: _____ Circle One: FT / PT

Full Name: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State Zip

Home Phone: (_____) _____ Cell Phone: (_____) _____

Date Available for Employment: _____

Education

High School: _____
Name City/State

Did you graduate? _____

.....
College: _____
Name City/State

Did you graduate? _____ Degree: _____

.....
Business School/Other: _____
Name City/State

Did you graduate? _____ Degree/Certificate: _____

Work Experience

Begin with most recent:

Employer: _____
Name Address Phone

From: _____ To: _____ Position: _____ Supervisor: _____

.....
Employer: _____
Name Address Phone

From: _____ To: _____ Position: _____ Supervisor: _____

.....
Employer: _____
Name Address Phone

From: _____ To: _____ Position: _____ Supervisor: _____

Please list any additional information such as certifications, qualifications, previous work experience, and special knowledge or skills that you consider important for the position you have applied:

References

Please list three references:

Name: _____ Relationship: _____

Position/Organization: _____ Phone: (_____) _____

Name: _____ Relationship: _____

Position/Organization: _____ Phone: (_____) _____

Name: _____ Relationship: _____

Position/Organization: _____ Phone: (_____) _____

I hereby authorize Cocalico School District to contact school, college, employment and all other sources for the purpose of investigating and verifying statements and references herein, and I hereby authorize said sources to disclose such records and other information as may be requested by the prospective employer.

I authorize investigation of all statements contained in this application, and I certify that any and all information which I have set forth in this application is true and accurate to the best of my knowledge.

I recognize that misrepresentation or omission of facts requested is cause for dismissal.

I understand that I must submit a Report of PA Criminal Record (Act 34), a Child Abuse History (Act 151), a Federal Criminal History Record (Act 114), and a completed Arrest/Conviction Report and Certification Form (form PDE-6004) upon any offer of employment.

Successful candidates for the position must be able to perform the essential job functions with or without reasonable accommodation. It is the responsibility of the employee to inform the Director of Human Resources of any and all reasonable accommodations that will be required.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release from employment.

Signature

Date

The Cocalico School District adheres to a policy of making employment decisions without regard to race, color, age, creed, religion, gender, sexual orientation, ancestry, national origin or handicap/disability.