



- POSITION DESIRED:**
- _____ Secretarial
 - _____ Maintenance/Custodial
 - _____ Paraeducator *(see required qualifications)*
 - _____ Transportation
 - _____ Food Service
 - _____ OTHER _____

PERSONAL INFORMATION

NAME _____
LAST FIRST MIDDLE

Other names known by: _____ Email: _____

Address _____
Mailing Street City State/Zip

Home Telephone _____ Business or Message Phone _____

Have you ever been convicted of a crime in the past ten years, excluding misdemeanor and summary offenses, which has not been annulled, expunged or sealed by a court? Yes No (If yes, attach explanation.)

EDUCATION & TRAINING:

<u>NAME OF SCHOOL</u>	<u>LOCATION</u>	<u>CERTIFICATE EARNED</u>	<u>DATE EARNED</u>

PERSONAL REFERENCES:

List below three persons, other than relatives and former employers, who have known you during the past three years.

<u>NAME</u>	<u>EMAIL ADDRESS</u>	<u>TELEPHONE NO.</u>

I hereby declare the information provided by me in this Application of Employment is true, correct and complete to the best of my knowledge. I understand that if employed, any misstatement or omission of fact on this application shall be considered cause for dismissal.

Signature

Date

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In accordance with Federal law, the Goldendale School District is prohibited from discriminating on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability, or the use of trained dog guide or service animal by a person with a disability and provides access to the Boy Scouts of America and other designated youth groups. To file a complaint of discrimination, write to Clay Henry, Affirmative Action and Non-Discrimination Compliance Officer, Goldendale School District No. 404, 525 Simcoe Drive, Goldendale WA 98620 or call (509) 773-5846. Goldendale School District is an equal opportunity employer, complies with all Federal Rules and Regulations, and does not discriminate for all district employment opportunities.

GENERAL INFORMATION

(All applicants please answer)

1. Have you ever worked for Goldendale School District? Yes No
Job Title(s) _____
2. Do you have friends or relatives presently employed by Goldendale School District? Yes No
Name(s) _____
3. Do you hold a current first aid card? _____ If not, have you ever had first aid training? _____
How Recently? _____
4. What is your Washington State Driver's License Number? _____
5. Are you fluent in a language other than English? _____ Specify _____
6. COVID vaccination is a requirement of employment. Are you fully vaccinated? Yes No
Would you need an accommodation regarding this requirement? Yes No

SECRETARIAL APPLICANTS ONLY

Please list the number of years training and experience in the following:

	# of Years Training	# of Years Experience
Typing (_____ net wpm)	_____	_____
Shorthand(_____ net wpm)	_____	_____
Bookkeeping	_____	_____
Payroll	_____	_____
Data Processing	_____	_____
Word Processing	_____	_____
Office Machines (list those you operate)		
a. _____ b. _____	_____	_____
c. _____ d. _____	_____	_____

PARAEDUCATOR APPLICANTS ONLY

Qualifications: Paraeducator applicants must include with employment application an official transcript reflecting 72-college quarter credits earned or documentation of successful completion of the State of Washington Formal Paraeducator Assessment. A copy of the high school diploma must also be included with employment application.

Please list the work experience you've had with children's groups:

Approximate Date From To	Name and Location of Group	Your Position	Size of Group	Duties
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Can you type? _____ (_____ net wpm) What office machines can you operate? _____

FOOD SERVICE APPLICANTS ONLY

What cooking training and/or experience have you had? _____

How large a group have you cooked for? _____

What training and/or experience in record keeping have you had? _____

Are you willing and able to lift up to 50 lbs? _____

TRANSPORTATION APPLICANTS ONLY

Please list all restrictions placed upon your driving as found on your driver's license _____

How many years have you been driving? _____ Have you ever had your license revoked? _____

Explain _____

What experience have you had in driving a truck or bus? Years _____ Miles _____

Do you have an intermediate or combination endorsement on your driver's license? ____Yes ____No

Are you willing to take out of town trips? _____ Overnight trips? _____

How many traffic citations have you received in the last three years? _____

Have you ever received a citation for: Drunk _____, Reckless _____, Negligent _____, Hit/Run _____

List any driver instruction courses you may have attended: _____

MAINTENANCE/CUSTODIAL APPLICANTS ONLY

Do you hold a journeyperson's card? If so, what trade? _____

Have you been an apprentice? If so, what trade? _____

Please indicate the number of years training and experience in the appropriate categories:

	No. Years Training	No. Years Experience		No. Years Training	No. Years Experience
Custodial					
Boilers	_____	_____	Drainage & Sewer	_____	_____
Floors, Buffing/Waxing, Stripping	_____	_____	Grounds Care	_____	_____
Sweeper	_____	_____	Landscaping	_____	_____
Window/Wall Care	_____	_____	Equipment Operation	_____	_____
Carpeted Floor Care	_____	_____	Bulldozer	_____	_____
Clean/Sanitize Toilet/Showers	_____	_____	Grader	_____	_____
Maintenance	_____	_____	Lift-Truck	_____	_____
Acoustical	_____	_____	Gang-Mower	_____	_____
Cabinet Work	_____	_____	Mechanics	_____	_____
Carpentry	_____	_____	Automotive	_____	_____
Concrete	_____	_____	Truck/Heavy Duty	_____	_____
Floor Covering	_____	_____	Brakes	_____	_____
Hardware	_____	_____	Diesel	_____	_____
Painting	_____	_____	Gas Engine	_____	_____
Plumbing & Heating	_____	_____	Lubrication	_____	_____
Roofing	_____	_____	Motor Overhaul	_____	_____
Welding	_____	_____	Rear Axle or 3 rd Member	_____	_____
Refrigeration	_____	_____	Transmission	_____	_____
Small Engine	_____	_____	Welding	_____	_____

How many traffic citations for moving violations have you had in the past five (5) years? _____

EMPLOYMENT PROCEDURES

NOTE: Due to large number of applications, we are unable to inform you of openings. It will be your responsibility to check with our office on openings.

1. The applicant must provide a completed application form.
2. All interviews will be initiated and scheduled through the District Office or through the building principals or their designee.
3. A W-4 form must be completed within 24 hours after notification of employment.
4. Food Handling permit must be obtained within 7 days after notification of employment. (Cafeteria employees only.)
5. Application forms will be kept active for a period of one year following date of application.
6. The applicant understands that the Goldendale School District may contact former employers and references.
7. Verification of identity and United States work authorization and Washington State Patrol and Federal Bureau of Investigation Fingerprint process must be completed before employment commences.

EMPLOYMENT HISTORY

Employer _____ Address _____
Supervisor's Name _____ Telephone _____
Dates of Employment: From _____ To _____
Specific Duties _____

Reason for Leaving _____

Employer _____ Address _____
Supervisor's Name _____ Telephone _____
Dates of Employment: From _____ To _____
Specific Duties _____

Reason for Leaving _____

Employer _____ Address _____
Supervisor's Name _____ Telephone _____
Dates of Employment: From _____ To _____
Specific Duties _____

Reason for Leaving _____

Employer _____ Address _____
Supervisor's Name _____ Telephone _____
Dates of Employment: From _____ To _____
Specific Duties _____

Reason for Leaving _____
