

# WILMAR UNION SCHOOL DISTRICT

## Classified Employment Application

Wilmar Union School District is an Equal Opportunity Employer. The District considers applicants for all positions without regard to race, color, ancestry, national origin, religion, sex, gender, gender identity, gender expression, sexual orientation, age, marital status, disability, medical condition, genetic information, military or veteran status, or any other legally protected status.

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## Position Information

Position Applying For: \_\_\_\_\_

Date Available to Begin Work: \_\_\_\_\_

Type of Employment Desired:

- Full-Time
  - Part-Time
  - Substitute
  - Temporary
  - Any Available Classified Position
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## Applicant Information

Full Legal Name: \_\_\_\_\_

Preferred Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Are you legally authorized to work in the United States?

Yes  No

If hired, can you provide proof of eligibility to work in the United States?

Yes  No

Are you at least 18 years of age?

Yes  No

Do you have relatives currently employed by Wilmar Union School District or serving on the Board of Trustees?

Yes  No

If yes, please explain:

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## Availability

Please indicate the days you are available to work:

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

Available Hours:

- Before School (6:00 AM – 8:00 AM)
- Morning (8:00 AM – 12:00 PM)
- Afternoon (12:00 PM – 4:00 PM)
- After School (4:00 PM – 6:00 PM)
- Evening (After 6:00 PM)
- Flexible

Please note any restrictions on your availability:

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# Education

High School: \_\_\_\_\_

City/State: \_\_\_\_\_

Graduated?

Yes  No

Diploma/GED: \_\_\_\_\_

College/Trade School: \_\_\_\_\_

Degree/Certificate Earned: \_\_\_\_\_

Other Training, Certifications, or Licenses Relevant to School Employment:

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# Skills and Qualifications

Please check areas where you have experience:

- Working with Children
- Classroom Support
- Special Education Support
- Office/Clerical Work
- Food Service
- Custodial/Maintenance
- Yard Supervision
- Bilingual Communication
- First Aid/CPR

Behavior Support

Other: \_\_\_\_\_

Languages Spoken Other Than English:

Why are you interested in working for Wilmar Union School District?

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Describe your experience working with students, children, families, or the public:

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Describe the strengths, skills, or qualities that would make you successful in a school setting:

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## Employment History

List all employment beginning with your most recent position.

### Employer #1 (Most Recent)

Employer: \_\_\_\_\_

City and State: \_\_\_\_\_

Position Held: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ to \_\_\_\_\_

Supervisor: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

May we contact this employer?

Yes  No

If no, explain:

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Primary Duties:

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## Employer #2

Employer: \_\_\_\_\_

City and State: \_\_\_\_\_

Position Held: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ to \_\_\_\_\_

Supervisor: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

May we contact this employer?

Yes  No

If no, explain:

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Primary Duties:

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## Employer #3

Employer: \_\_\_\_\_

City and State: \_\_\_\_\_

Position Held: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ to \_\_\_\_\_

Supervisor: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

May we contact this employer?

Yes  No

If no, explain:

\_\_\_\_\_

Primary Duties:

\_\_\_\_\_  
\_\_\_\_\_

Attach additional pages if necessary.

\_\_\_\_\_

## Prior School Employment Disclosure

California law requires applicants for classified school employment to disclose all prior school employment.

I have never worked for a school district, county office of education, charter school, private school, state special school, or educational agency.

### School Employer #1

School Employer: \_\_\_\_\_

School District: \_\_\_\_\_

Position Held: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ to \_\_\_\_\_

City/State \_\_\_\_\_

Supervisor/HR Contact: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

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## **School Employer #2**

School Employer: \_\_\_\_\_

School District: \_\_\_\_\_

Position Held: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ to \_\_\_\_\_

City/State \_\_\_\_\_

Supervisor/HR Contact: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

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## **School Employer #3**

School Employer: \_\_\_\_\_

School District: \_\_\_\_\_

Position Held: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ to \_\_\_\_\_

City/State \_\_\_\_\_

Supervisor/HR Contact: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Attach additional pages as necessary to disclose all prior school employment.

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## Employment Eligibility Questions

Have you ever resigned from a position while allegations or an investigation involving misconduct with a minor were pending?

Yes  No

If yes, please explain:

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Have you ever been the subject of a substantiated investigation involving misconduct with a minor?

Yes  No

If yes, please explain:

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## Professional References

Please provide three professional references familiar with your work performance.

### Reference #1

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### **Reference #2**

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### **Reference #3**

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

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## **Applicant Certification and Authorization**

I certify that all information provided in this application is true, complete, and accurate to the best of my knowledge. I understand that any false statement, omission, or misrepresentation may result in disqualification from employment consideration or dismissal if employed.

I authorize Wilmar Union School District to investigate and verify all information provided in this application, including employment history, school employment history, references, educational background, certifications, and qualifications. I understand that employment is contingent upon successful completion of all required background checks, fingerprint clearance, tuberculosis clearance, and any other requirements applicable to the position.

I understand that submission of this application does not constitute an offer of employment and does not create an employment contract.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Return completed application to Gia Larsen at [glarsen@wilmarusd.org](mailto:glarsen@wilmarusd.org) or drop off the application at Wilson School, 3775 Bodega Avenue, Petaluma, CA. 94954