Return completed application and letter of application. Resume, transcripts and credentials may be requested

School District of Black River Falls
Employment Application

301 N. 4th Street
Black River Falls, WI
Telephone (715) 284-4357

Position applying for: _____Application Date: _____

Personal Data

Name: _____ _____ _____
Last First Middle

Address:_____ _____ _____ _____
Street/Route City State Zip

Telephone Numbers: _____ _____
Home Work

E-Mail Address: _____

Education

	School Name & Location	Course or Major	Diploma or Degree
High School			
College or Technical			
Other Education			

Certifications

Work Experience

Begin with your present position and list all positions held since graduation from high school or college. Account for all periods of unemployment.

Name & Address of Employer	Dates of Employment	Nature of Work	Name of Supervisor	Reason for Leaving

May we contact your current employer? Yes ☐ No ☐

References

List three references whom we may contact who could testify to your competence, trustworthiness, and character. Do not list relatives.

Name	Relationship	Telephone Number

Additional Information

Please list special skills you possess which relate to this position and other information that you wish to offer. You may attach a resume.

Information:

General Information

- Have you ever been convicted of a crime other than a minor traffic violation? ☐ Yes ☐ No If yes, provide a brief description of the circumstances that led to the conviction. You may attach additional pages if necessary.

Conviction means the final judgment on a verdict or a finding of guilty or a plea of nolo contendere, in any state or federal court of competent jurisdiction in a criminal case, regardless of whether the appeal is pending or could be taken.

- The successful candidate for this position is required to have a physical examination as a condition of employment.

- My signature below authorizes the school district to conduct a background investigation and authorizes release of information in connection with my application for employment. I agree to provide any information needed by the school district to conduct the background investigation.

This investigation may include such information as criminal convictions, previous employers and educational institutions, personal references, and professional references. If the crime records check confirms a conviction or pending charge that the candidate acknowledged on the application form, a determination shall be whether the circumstances substantially relate to the nature of the particular position for which the candidate has applied.

- I certify the information provided on this application and all application materials are complete, true and factual. Failure to provide true and factual information will result in the application not being considered.

_____ _____ _____

Employee Signature Date Social Security Number

The School District of Black River Falls is an Equal Opportunity Employer.