

EDUCATION:

	Name and Location	Degree/Course of Study
High School		
College		
Graduate School		
Trade, Business or Other School		

Subjects of Special Study or Research Work:

EMPLOYMENT HISTORY:

Starting with your present or most recent employer, please list your last four jobs. Do not omit any work experience.

Dates Employed	Employer Information	Position Title & Description of Duties
From _____ to _____ Phone _____ Reason you left _____	Company _____ Address _____ City/State/Zip _____ Supervisor _____	
From _____ to _____ Phone _____ Reason you left _____	Company _____ Address _____ City/State/Zip _____ Supervisor _____	
From _____ to _____ Phone _____ Reason you left _____	Company _____ Address _____ City/State/Zip _____ Supervisor _____	

REFERENCES:

List three persons, not related to you, who have known you for at least one year, preferably job related.

Name _____ Position _____

Address _____

Phone Number _____ Years Known _____

Name _____ Position _____

Address _____

Phone Number _____ Years Known _____

Name _____ Position _____

Address _____

Phone Number _____ Years Known _____

GENERAL INFORMATION:

How did you learn about our job opening?

BACKGROUND INFORMATION:

Are there any criminal charges or proceedings pending against you?

YES NO (If yes, explain below)

CONSENT TO REQUEST INFORMATION AND TO RELEASE DATA:

I hereby authorize Randolph Public Schools to contact any or all previous employers, references, or other sources of data listed in this application. My signature authorizes any of the above to release and provide Randolph Public Schools any and all requested data which the District requires to arrive at a decision regarding my employment.

I UNDERSTAND ANY FALSE STATEMENTS OR MISREPRESENTATIONS OF FACTS ARE GROUNDS FOR DISMISSAL. I HEREBY CERTIFY THAT THE STATEMENTS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

I understand that any offer of employment, if made to me, will be conditional based upon completion of a background investigation which includes a criminal background check. **I will need to submit a check for \$15.00 payable to MN BCA to pay for a criminal background check prior to being hired.** I acknowledge that I have been informed that any job offer is contingent upon an acceptable criminal background check and I may be immediately terminated upon receipt of an unacceptable investigation.

Applicant Signature _____

Date: _____

Attach a current resume and any other materials that may assist in considering your application for employment.

Mail completed application to:

District Office
Randolph Public Schools
P.O. Box 38
Randolph, MN 55065