

Office of Larry E. Reider
Kern County Superintendent of Schools
Advocates for Children

APPLICATION FOR EMPLOYMENT - CLASSIFIED EMPLOYEE

Return to: Human Resources, 1300 17th St. CITY-CENTRE, Bakersfield, CA 93301-4533
An Equal Opportunity Employer

Date: _____

Position for which you are applying: _____

Applicant Name: _____
Last First Middle

Mailing Address: _____
S□ Zip Code

Telephone Numbers: _____
Home Business Cell

Personal Information

Are you bilingual? Yes No If yes, state language(s) spoken _____

Do you wish to claim Veterans's Preference? Yes No If yes, please submit Form DD-214

Do you have any relatives working for the Kern County Superintendent of Schools? Yes No

If yes, state name(s) and relationship:

Are you over the age of 18? Yes No

If no, hire is subject to verification.

Are you legally eligible to work in the United States? Yes No

Have you been previously employed with the Office of the Kern County Superintendent of Schools? Yes No

(list under Employment History) If yes, from _____ to _____

If you have ever worked under a different name, please state name: _____

Each prospective employee must undergo a background clearance through the Department of Justice prior to employment. Fingerprint clearance is pursuant to Education Code section 45125(a) as amended by AB 1610, Stats 1997.

For each question answered "yes," a completed Criminal Records Response form must be attached.

Have you ever been convicted of a misdemeanor? Yes No

Have you ever been convicted of a felony? Yes No

Have you ever entered a plea of No Contest or Guilty to a misdemeanor? Yes No

Have you ever entered a plea of No Contest or Guilty to a felony? Yes No

A conviction will not necessarily disqualify you from employment.

Education

Please indicate education or training which you believe qualifies you for the position you are seeking.

High School: Number of years completed 1 2 3 4

Diploma: Yes No G.E.D.: Yes No High School Proficiency Exam: Yes No

School _____ City/State _____

College and/or Vocational School: Number of years completed 1 2 3 4

School(s) _____ City/State _____

Major _____ Degrees Earned _____

Employment History

Begin with current or most recent employer. Do not exclude any employment. Include any applicable temporary employment. Attach another sheet if necessary. Applicants that do not clearly meet the minimum required experience will be rejected.

Company Name _____ Employment Dates: From _____ to _____

Position _____ Supervisor's Name _____

Address _____ Phone _____

Describe your duties: _____

Reason for leaving and explanation: _____

Company Name _____ Employment Dates: From _____ to _____

Position _____ Supervisor's Name _____

Address _____ Phone _____

Describe your duties: _____

Reason for leaving and explanation: _____

Company Name _____ Employment Dates: From _____ to _____

Position _____ Supervisor's Name _____

Address _____ Phone _____

Describe your duties: _____

Reason for leaving and explanation: _____

Company Name _____ Employment Dates: From _____ to _____

Position _____ Supervisor's Name _____

Address _____ Phone _____

Describe your duties: _____

Reason for leaving and explanation: _____

Please provide any other information that you feel will help us in considering your application for employment.

References

Please list two persons, who are not related to you, who can provide professional references.

Name	Address	Phone Number	Relationship/Occupation	Years Known
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

I hereby certify that all statements made in this application are true. I authorize the Office of Larry E. Reider, Kern County Superintendent of Schools to investigate my references, work record, education, and other matters related to my suitability for employment. I also authorize the references and my prior employers to disclose to the Office of Larry E. Reider, Kern County Superintendent of Schools any and all letters, reports, and other information related to my professional and personal background, without giving me prior notice to such disclosure. I agree and understand that any misstatement of material facts herein will cause (a) rejection of my application and (b) forfeiture on my part to any employment or payment as an employee in the service of the Office of Larry E. Reider, Kern County Superintendent of Schools. I further agree to be fingerprinted, to submit to a complete medical examination, and upon employment, to furnish such proof of age and citizenship as may be directed.

Signature of Applicant (Mandatory)

Date