

# Employment Application

(RUTLAND SOUTHWEST SUPERVISORY UNION IS AN EQUAL OPPORTUNITY EMPLOYER)

**Rutland Southwest Supervisory Union**  
168 York St.  
Poultney, VT 05764

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone No. (\_\_\_\_\_) \_\_\_\_\_ (Home)      Alternate Phone No. (\_\_\_\_\_) \_\_\_\_\_

**Position for which application is made:** \_\_\_\_\_

Position you presently hold: \_\_\_\_\_

When can you begin work? \_\_\_\_\_      Salary range desired: \_\_\_\_\_

## Education - School Name and Location

Secondary \_\_\_\_\_

College \_\_\_\_\_

Other \_\_\_\_\_

Degrees/Certificates Held: \_\_\_\_\_

## Work Experience (Please be sure to provide current contact information): (Use a separate sheet if needed)

<u>Employer</u>	<u>Work Performed</u>	<u>Dates Employed</u>	<u>Reason for Leaving</u>	<u>Contact #</u>
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What qualifications do you believe specially fit you for the position? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**References:** Please submit three letters of reference from individuals who can be contacted at the present time to attest to your ability; at least one must be from your most recent supervisor. Clearly list contact information for references below (in addition to the letters).

<u>Name</u>	<u>Address</u>	<u>Position</u>	<u>Phone Number</u>
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**NOTE:** ALL APPLICANTS MUST PROVIDE A COMPLETED APPLICATION, RESUME, THREE LETTERS OF REFERENCE, AS WELL AS A COPY OF EDUCATOR'S LICENSE AND TRANSCRIPTS (IF APPLICABLE TO POSITION).

**Questions (Please provide explanation for all Yes answers – use separate sheet if needed):**

1. Are you currently under contract with another employer for this current school year? Y/N OR the coming school year? Y/N . \_\_\_\_\_
2. Have you signed a letter of intent with another employer for the current school year? Y/N OR the coming school year? Y/N. \_\_\_\_\_
3. Have you ever resigned from a prior position after a complaint had been received against you or your conduct was under investigation or review? Y/N \_\_\_\_\_
4. Have you ever been disciplined, discharged, or asked to resign from a prior position? Y/N \_\_\_\_\_
5. Has your contract in a prior position ever been non-renewed? Y/N \_\_\_\_\_
6. Have you ever been charged with, or are you currently being investigated for sexual abuse, misconduct or harassment of another person? Y/N \_\_\_\_\_
7. Have you ever been convicted of a felony or misdemeanor? Y/N \_\_\_\_\_
8. Have you ever entered a plea of guilty or “nolo contendere” (no contest) to any crime? Y/N \_\_\_\_\_
9. Have you ever had a professional license or certificate suspended or revoked in any state, or have you ever voluntarily surrendered, temporarily or permanently a professional license or certificate in any state? Y/N \_\_\_\_\_
10. Has any court ever deferred, filed or dismissed proceedings without a finding of guilty and required that you pay a fine, penalty or court costs and/or imposed a requirement as to your behavior or conduct for a period of time in connection with any crime? Y/N \_\_\_\_\_
11. Have you ever served time in prison? Y/N \_\_\_\_\_

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Please be advised that any person offered employment for a job will be required to undergo criminal record checks that includes an FBI fingerprint supported record check, an Agency of Human Services Registry check and a Vermont Vulnerable Population check and be further advised that employment within the Rutland Southwest Supervisory Union may be dependent upon the results of the check.

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I authorize, by signing below, investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause for dismissal. I also authorize RSWSU to contact my references and former employers. I further understand that my employment within the Rutland Southwest Supervisory may be dependent upon the results of the criminal record checks.

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\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date