

Miller School of Albemarle

A Culture of Success Since 1878

1000 Samuel Miller Loop • Charlottesville, Va 22903 • 434-823-4805

APPLICATION FOR EMPLOYMENT

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CONFIDENTIAL

Today's Date:

Personal Information

Name:

Address:

City:

State:

Zip Code:

Home Phone:

Work Phone:

S.S. Number:

Position Applied For:

Are you a U.S. citizen?

Yes

No

Referred to Miller School By:

If not, are you a permanent resident, or do you have a work permit?

Yes

No

Has your privilege to operate a motor vehicle ever been suspended or revoked?

Yes

No

Have you ever been convicted of a felony?

Yes

No

If yes, please explain:

Education

A resume covering all of the following information may be attached as a substitute for completing this section.

	High School	Undergrad College/Univ.	Graduate/Professional.
School Name and Location			
Year Completed	<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4
Course of Study			
Specialized training, skills, etc.			
Describe any honors received			

	State	Date of Issuance/Expiration	Subject/Grade Level
Teaching Certificates			

Professional

Computer skills:

Teacher Applicants - list extracurricular activities or coaching assignments which interest you:

in which you have experience in:

List your teaching experience:

A resume covering all of the following information may be attached as a substitute for completing this section.

Employer:	Dates		Work Performed
	From	To	
Address:	<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	
Telephone:	Hourly Rate / Salary		
Job Title:	Starting	Final	
Supervisor:	<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	
Reason for Leaving:	<input style="width: 200px; height: 20px;" type="text"/>		

Employer:	Dates		Work Performed
	From	To	
Address:	<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	
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Employer:	<input type="text"/>	Dates From To		Work Performed
Address:	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Telephone:	<input type="text"/>	Hourly Rate/Salary		
Job Title:	<input type="text"/>	Starting	Final	
Supervisor:	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Reason for Leaving:	<input type="text"/>	<input type="text"/>	<input type="text"/>	

References

Name	School or Business	Position	Address	Telephone

May we contact your present employer? Yes No

If yes; contact name:

Work Phone:

Applicant's Acknowledgment

I understand that this Application for Employment does not and is not intended to create a contract of employment.

I certify that the information given herein is true and complete to the best of my knowledge.

I authorize Miller School to investigate any information, including my employment history, educational background, D.M.V. records, and record of criminal convictions, that it believes is relevant to my employment application. I agree to hold Miller School, its trustees, officers, employees, agents, and providers of information about me, harmless from any liability for damages that may arise in connection with Miller School's procuring, using, or relying upon reports about me. I understand that an offer of employment by Miller School is contingent upon obtaining reference information as well as upon the successful completion of a criminal history check. If driving a motor vehicle will be part of my contractual duties, Miller may discharge me immediately if my driving record demonstrates an unsafe driving history.

I understand that false information, omissions or misrepresentations given in my application or during the interview process may result in a refusal to hire, or discharge in the event of employment.

I understand that, if employed, my employment will be at will, and not guaranteed.

Miller School is an equal opportunity employer and makes all employment decisions, including those related to recruitment, hiring, training, and promotion, based on an individual's ability and job-related qualifications, and without regard to race, religion, color, national origin, age, disability, or any other classification proscribed under applicable federal, state, or local law.

Name of Applicant:

Signature _____