

# VISION CHARTER SCHOOL

Application for Classified Position  
 20185 Lolo Avenue Caldwell, Idaho 83605  
 Phone 208-455-9220/ Fax 208-455-9121  
 www.visioncharter.net

**Provide ALL information requested and return your completed application to the address above. Other required materials to be submitted with the completed application form are: 1.) Copies of high school &/or college transcripts 2.) Copy of High School Diploma/GED 3.) 3 letters of recommendation**

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

City and State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-mail \_\_\_\_\_ SSN \_\_\_\_\_

Position Applying for:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

High School Graduate \_\_\_\_\_yes \_\_\_\_\_no      GED \_\_\_\_\_yes \_\_\_\_\_no

**Educational Training:** (list most recent first)

College or University	Location	Dates	Degree & Date Awarded	Major/Minor

**Job Related Experience:** (List most recent first - additional page if needed)

Name & Location	Employment	Position held & Duties	Dates Inclusive	Reason for Leaving	Supervisor name & phone

**Job References:** (Please list supervisors &/or co-workers)

Name	Location	Title	Telephone #	Years Acquainted

Please answer the following in the space provided:

1. How do you want students/employees/community members to view you?
  
2. In which computer programs have you reached proficiency? What is your experience with technology?
  
3. What are your major strengths & weaknesses as they relate to the position for which you are making application?
  
4. Explain your beliefs regarding the priorities of the job for which you are making application?
  
5. How would you handle conflict with colleagues, parents or your administrator?
  
6. What experiences do you have working with children grades K-8?
  
7. How would you redirect a child on the playground or in the classroom who was being noncompliant?

**CRIMINAL HISTORY BACKGROUND STATEMENT**

YOU MUST CHECK YES OR NO TO EACH QUESTION BELOW.

If you answer yes to any of the following questions, please attach a letter of explanation.

- A. Have you ever been charged with or arrested for a sex-related crime?  Yes  No
- B. Have you ever been convicted of a sex-related crime?  Yes  No
- C. Has your record ever been expunged of a prior sex offense?  Yes  No
- D. Have you ever been charged with or arrested for a crime involving violence or the threat of violence?  Yes  No
- E. Have you ever had a restraining order placed against you because of violence?  Yes  No
- F. Have you ever been charged with or arrested for a crime involving criminal activity in drugs?  Yes  No
- G. Have you ever been convicted of an offense other than a minor traffic violation?  Yes  No  
(DUI and DWI are not minor and must be reported.)
- H. Have you ever been arrested for a crime for which there has not yet been an acquittal or dismissal?  Yes  No

I hereby certify that the information herein is a true and complete statement of my personal and professional record to date, and I give my consent to individuals involved in the screening or selection process to review any and all materials pertaining to this application and/or my selection. I authorize Vision Charter to release information about my employment to other districts. Falsifying information or misleading statements are grounds for immediate dismissal regardless of when falsification is discovered.

I understand and acknowledge that employment with Vision Charter School is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge the Employee at any time with or without cause. It is further understood that the nature of the "at will" employment may not be changed by an act unless such change is specifically acknowledged in writing by the Board of Trustees of Vision Charter.

The Immigration and Reform Act of 1986 requires that Vision verify that all new employees are eligible to work in the United States. Upon employment with Vision an individual will be required to provide appropriate documentation of both employment authorization and individual identity within the first three days of employment. This verification is a condition of employment. Vision Charter School is an equal opportunity employer/educator with a drug, alcohol and tobacco free environment.

Vision Charter School does not discriminate based on race, color, religion, sex, age, disability, national origin, financial ability, parental or marital status. Equal access to employment, services and programs is available to all persons. Those applicants requiring reasonable accommodations to the application and/or interview process should notify Vision through our website.

**Fingerprinting-** All classified applicants recommended for hire are expected to pay the \$40 fingerprint fee not to be reimbursed by Vision Charter School. Any offer of employment is contingent upon clearance for continued employment by the State Department of Education.

**Credentials-** Each applicant is expected to request his/her transcripts to be sent to Vision Charter when application is made. It is the candidate's responsibility to submit any all documentation to support his/her candidacy for employment.

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_