

**CLASSIFIED / NON-LICENSED
APPLICATION**



Fern Ridge School District

Current Status

Please Print

Last Name		First Name	M.I.	Date
Position(s) Applied For				Social Security #
Mailing Address				
Permanent Address				
Phone	Message Phone		Date Available	
Email Address				

Employment Experience

Employer		Supervisor's Name		Supervisor's Phone Number	May We Contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Address: City		State	Reason For Leaving		
Dates: From	To	Job Duties			
On-the-Job Training (i.e., software, bookkeeping system, etc.)					

Employer		Supervisor's Name		Supervisor's Phone Number	May We Contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Address: City		State	Reason For Leaving		
Dates: From	To	Job Duties			
On-the-Job Training (i.e., software, bookkeeping system, etc.)					

Employer		Supervisor's Name		Supervisor's Phone Number	May We Contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Address: City		State	Reason For Leaving		
Dates: From	To	Job Duties			
On-the-Job Training (i.e., software, bookkeeping system, etc.)					

Education and Training

EDUCATION	High School	Trade/College/University	Graduate/Professional
School Name/Location			
Years Completed			
Diploma/Degree			
Describe Course of Study			

List any special training, machine skills, office equipment skills, computer software experience, language, or other special skills you have that are pertinent to the position for which you are applying: _____

Are you a "Veteran" as defined under Oregon law (ORS 408.225(f))? If you answer "yes" to this question, your service record should be reflected in the Work Experience section of your application. Yes No

Are you a "Disabled Veteran" as defined under Oregon law (ORS 408.225(c))? If you answer "yes" to this question, your service record should be reflected in the Work Experience section of your application. Yes No

Fingerprint Requirements

I understand that criminal history record checks and/or fingerprints are required by law and/or Board policy. Employment shall be offered prior to fingerprint collection. Upon notification by the Superintendent of Public Instruction or designee or State Board of Education that an individual has been convicted or has made false statement as to conviction of any crimes prohibiting employment or contract status with the district, the superintendent shall terminate that employment or contract status immediately.

I understand that an individual so terminated may appeal action taken by the district as a result of such checks in accordance with procedures established by law or by Board policy. Applicable appeal rights will be provided by the district upon such termination from district employment or contract status.

Any fees associated with criminal history record checks and fingerprinting shall be my responsibility.

Should I refuse to consent to criminal history record checks or refuse to be fingerprinted, I shall be terminated from employment or contract status by the Superintendent immediately. I understand that individuals who have successfully completed an Oregon and FBI criminal history records check by a previous employer and have not since resided outside Oregon may be exempt from this requirement. It is the responsibility of the individual to inform the district of the existence of such records.

Signature

Date

In complying with the regulations regarding equal opportunity regardless of sex, the district has adopted a policy which, in effect, states: All applicants, regardless of sex, shall have equal opportunity to apply for positions within the district. If an applicant feels there is discrimination regarding hiring on the basis of sex, they should contact the employment office at 541-935-2253, and seek a Hearing on the complaint.

I certify that the statements in this application are true and correct to the best of my knowledge. I understand that any misrepresentation may subject me to disqualification for employment or immediate discharge.

Signature

Date

Reviewed by: _____

Recommendations:

Drug Test (date): _____

Results: _____

First Aid/First Alert Card: _____

Work Experience: _____

Driver's License: _____

References Checked: _____

Conditional Offer: _____



FERN RIDGE SCHOOL DISTRICT 28J
Classified Application - An Equal Opportunity Employer

EQUAL OPPORTUNITY INFORMATION

Oregon school districts are equal opportunity employers and comply with all applicable state and federal statutes and regulations in employment and school district programs.

Drug-free Workplace

Oregon school districts are committed to maintaining drug-free workplaces and comply strictly with all applicable state and federal statutes and regulations in employment and school district programs.

Name

Position for which you are applying

If you prefer not to provide the information requested below, please sign and date.

Signature

Date

VOLUNTARY INFORMATION

This information is voluntary and is collected only for Equal Employment Opportunity reporting purposes. This form will be physically separated from your other application materials and will not affect the application process in any manner. Should you prefer not to provide this information, there will be no effect on your application.

Sex:

- Female
Male
Non-Binary

Date of Birth

Race and Ethnicity Information:

Question #1: ETHNICITY - Are you Hispanic or Latino? Yes No

All persons of Latino, Hispanic or Spanish origin (descended from a Central or South American, Mexican, Cuban, Puerto Rican, Dominican, or other Spanish-speaking country of origin, regardless of race or origin language) should answer "Yes." All persons answering "Yes" to this first question will be recorded as Hispanic/Latino. Continue to Question #2.

Question #2: RACE - Please mark all that apply.

You must mark at least one category. Those who choose more than one category will be reported as multiracial.

American Indian or Alaska Native:

- U.S. A person having origins in any of the indigenous peoples of the continental U.S. or Alaska.

Tribal affiliation, if known:

- Latin America and Canada A person having origins in any of the indigenous peoples of Canada, Mexico, Central America, South America, or the Caribbean.

- Asian A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent.

- Black or African American A person having origins in any of the original peoples of the Black racial groups of Africa.

- Native Hawaiian or Other Pacific Islander A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands.

- White A person having origins in any of the original peoples of Europe, the Middle East or North Africa.



ADDITIONAL INFORMATION REQUIREMENT

I authorize my listed references, current and past employers and educational institutions, and anyone else who has information about my work history, education qualification, or fitness to provide such information to the school district for which I have completed an employment application. I release the school district and all persons providing this information to the school district, from any liability whatsoever for obtaining and providing that information, regardless of the results. Please indicate you have read and agree to these terms by placing both your SIGNATURE and DATE below.

Signature

Date

1. Have you **EVER** been the subject of a substantiated report of child abuse or sexual misconduct (involving a K-12 student or minor child)?
 Yes No

2. Are you currently the subject of an ongoing investigation related to a report of suspected child abuse or sexual misconduct (involving a K-12 student or minor child)? If yes, please explain.

3. Have you listed **ALL** current and former employers who are education providers in the Experience section of this application?
 Yes No If no, please list below.