

APPLICATION FOR EMPLOYMENT

Please Answer All Questions. Résumés Are Not A Substitute For A Completed Application.

We are an equal opportunity employer. Applicants are considered for positions without regard to veteran status, uniformed service member status, race, religion, sex, national origin, age, physical or mental disability, genetic information or any other category protected by applicable federal, state, or local laws.

This school is an at-will-employer as allowed by applicable state law. This means that regardless of any provision in this application, if hired, the school or I may terminate the employment relationship at any time, for any reason, with or without cause or notice.

Position Applied For _____ Telephone Number _____

Name _____
Last, First, Middle Initial

Present Address _____
Number / Street, City, State, Zip

Email Address _____

Type of Employment _____ Date on which you can start if hired _____
Full-Time / Part-Time / Shift

How did you hear about League School?
 Advertisement Friend Relative Walk-in Employment Agency Other _____

Have you previously applied for employment with League School? Yes No
 If yes, when did you apply? _____

Have you ever been employed by League School? Yes No If Yes, provide dates of employment and reason for separation from employment.

Education	School Name and Location (Address, City, State)	Course of Study	Graduate?	# Years Completed	Degree / Major
High School					
College					
Bus./Tech./Trade Or Post College					

Please list current licensure and/or certification _____

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Describe any specialized training, apprenticeships, and skills _____

Are you or have you ever been certified in: CPR Crisis Prevention Intervention (CPI) or equivalent
Date and year _____

EMPLOYMENT HISTORY

Please list the names of your present and/or previous employers in chronological order with present or last employer listed first. Account for all periods of time including any period of unemployment. If self-employed, supply firm name and business references. You may include any verifiable work performed on a volunteer basis, internships, or military service. Your failure to completely respond to each inquiry may disqualify you from consideration for employment.

Employer 1

Name and Address of Business

Telephone Number Type of Business

Dates Employed: From ___/___/___ To ___/___/___ Check if currently employed _____

Job Title Duties

Reason for Leaving

Supervisor's Name May we contact? (Yes / No) If no, why not?

Employer 2

Name and Address of Business

Telephone Number Type of Business

Dates Employed: From ___/___/___ To ___/___/___ Check if currently employed _____

Job Title Duties

Reason for Leaving

Supervisor's Name May we contact? (Yes / No) If no, why not?

Employer 3

Name and Address of Business

Telephone Number

Type of Business

Dates Employed: From ___ / ___ / ___ To ___ / ___ / ___ Check if currently employed _____

Job Title

Duties

Reason for Leaving

Supervisor's Name

May we contact? (Yes / No) If no, why not?

Please explain fully all gaps in your employment history in excess of one month.

REFERENCES

Please list the names of additional work-related references we may contact. Individuals with no prior work experience may list school or volunteer-related references. Your failure to completely respond fully to each inquiry may disqualify you for consideration from employment.

Name (First and Last required)	Position Held	Company	Work Relationship (i.e., Supervisor, Mentor, Colleague)	Telephone Number

APPLICANT CERTIFICATION

I understand and agree that if driving is a requirement of the job for which I am applying, my employment and/or continued employment is contingent on possessing a valid driver's license for the state in which I reside.

If employed by the School, I understand and agree that the School, to the extent permitted by federal, state, and local law, may exercise its right, without prior warning or notice, to conduct investigations of property (including, but not limited to, files, lockers, desks, vehicles, and computers) and, in certain circumstances, my personal property.

I understand and agree that as a condition of employment and to the extent permitted by federal, state, and local law, I will be required to sign a confidentiality and/or conflict of interest statement.

I certify that all the information on this application, my résumé, or any supporting documents I may present during any interview is and will be complete and accurate to the best of my knowledge. I understand that any falsification, misrepresentation, or omission of any information may result in disqualification from consideration for employment or, if employed, disciplinary action, up to and including immediate dismissal.

This school is an at-will-employer as allowed by applicable state law. This means that regardless of any provision in this application, if hired, the School or I may terminate the employment relationship at any time, for any reason, with or without cause or notice. Nothing in this application or in any document or statement, written or oral, shall limit the right to terminate employment at-will. No officer, employee or representative of the School is authorized to enter into an agreement – express or implied – with me or any applicant for employment for a specified period of time unless such an agreement is in a written contract signed by the Executive Director of the School.

If hired, I agree to conform to the rules and regulations of the School, and I understand that the School has complete discretion to modify such rules and regulations at any time, except that it will not modify its policy of employment at-will.

I authorize the School or its agents to confirm all statements contained in this application and/or résumé as it relates to the position I am seeking and to the extent permitted by federal, state, or local law. I agree to complete any requisite authorization forms for background record checks.

If hired by this School, I understand that I will be required to provide genuine documentation establishing my identity and eligibility to be legally employed in the United States by this School. I also understand this School employs only individuals who are legally eligible to work in the United States.

THIS APPLICATION WILL BE CONSIDERED ACTIVE FOR A MAXIMUM OF SIXTY (60) DAYS. IF YOU WISH TO BE CONSIDERED FOR EMPLOYMENT AFTER THAT TIME, YOU MUST REAPPLY AND COMPLETE A NEW APPLICATION FOR EMPLOYMENT.

I CERTIFY THAT ALL OF THE INFORMATION THAT I HAVE PROVIDED ON THIS APPLICATION IS TRUE, ACCURATE, AND COMPLETE.

Applicant Signature _____ Date _____

UNDER MASSACHUSETTS LAW, IT IS UNLAWFUL FOR AN EMPLOYER TO REQUIRE OR TO ADMINISTER A LIE DETECTOR, POLYGRAPH OR SIMILAR TEST AS A CONDITION OF EMPLOYMENT OR CONTINUED EMPLOYMENT. FEDERAL LAW MAY PROHIBIT THE USE OF LIE DETECTOR, POLYGRAPH OR SIMILAR TEST AS WELL.