

Maine Vocational Region Seven
Waldo County Technical Center
1022 Waterville Road
Waldo, ME 04915
(207) 342-5231

APPLICATION FOR SUPPORT STAFF POSITION

THE WALDO COUNTY TECHNICAL CENTER DOES NOT DISCRIMINATE IN THE OPERATION OF ITS EDUCATIONAL AND EMPLOYMENT POLICIES AND WILL HONOR ALL APPROPRIATE LAWS RELATIVE TO DISCRIMINATION.

Date: _____ Position(s) applying for: (Grade level, subject, other)

Name: _____

Social Security No. _____ - _____ - _____

When will you be available? _____

Permanent Address: _____ Phone _____

Temporary Address: _____ Phone _____

EDUCATION: Transcripts, including grades, from all college(s)/university(s) attended must be provided. It is essential that this section be completed accurately.

High School	Course Enrolled	Date of Graduation
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_____	_____	_____
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College/University Attended	Degree Awarded (if any)	No. of Years Attended	Grade Point Average
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Practical Work Experience:

Employer Name _____ Telephone _____

Address _____ Employed (State month & year):

Name of Supervisor _____ From _____ To _____

State Job Title and Describe Your Work _____ Position: _____

Reason for Leaving: _____

Employer Name _____

Telephone _____

Address _____

Employed (State month & year):

From _____ To _____

Name of Supervisor _____

Position: _____

State Job Title and Describe Your Work _____

Reason for Leaving: _____

Employer Name _____

Telephone _____

Address _____

Employed (State month & year):

From _____ To _____

Name of Supervisor _____

Position: _____

State Job Title and Describe Your Work _____

Reason for Leaving: _____

BACKGROUND

Yes No

Have you ever been disciplined, discharged, or asked to resign from a prior position? _____

Have you ever resigned from a prior position after a complaint had been received against you or your conduct was under investigation or review? _____

Has your contract in a prior position ever been non-renewed? _____

Have you ever not been nominated for re-employment in a prior position or ever had your nomination for re-employment not be approved? _____

Have you ever been charged with or investigated for sexual abuse or harassment of another person? _____

Have you ever been convicted of a crime (other than a minor traffic offense)? _____

Have you ever entered a plea of guilty or "no contest" (nolo contendere) to any crime (other than a minor traffic offense)? _____

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 or certificate in any state? _____

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 (other than a minor traffic offense) _____

If you answered YES to any of the previous questions, provide full details on an additional sheet including, with respect to court actions, the date, offense in question, and the address of the court involved. Conviction or other disposition of a crime is not necessarily an automatic bar to employment.

REFERENCES: List three, two of whom are recent supervisors, who can comment on your ability and whom we may contact.

<u>Name</u>	<u>Position</u>	<u>Address</u>	<u>Phone</u>

My signature below constitutes authorization to check employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local or federal agency. I further authorize those persons, agencies or entities that the Waldo County Technical Center contacts in connection with my employment application to fully provide the Waldo County Technical Center any information on the matters set forth above. I expressly waive in connection with any request for or provision of such information, any claims, including with limitations, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against the Waldo County Technical Center its agents and officials or against any provider of such information.

I understand that information submitted in and with this application may be disclosed to a screening and/or interviewing committee, which may include board members, administrators, other staff, and members of the community. I give my consent to this disclosure.

Signature/Date

APPLICATION FOR SUPPORT STAFF POSITION CHECK LIST: The completed employment application cannot be evaluated unless all the following materials have been provided.

- _____ Application form fully completed
- _____ Gaps in employment during the past ten years explained
- _____ Yes to any of the questions in the Background section explained
- _____ Application signed

NOTE: ALL APPLICATION MATERIALS BECOME THE PROPERTY OF THE WALDO COUNTY TECHNICAL CENTER. NONE WILL BE RETURNED. PROVIDING ANY FALSE OR MISLEADING INFORMATION ON THIS APPLICATION OR IN THE APPLICATION OR EMPLOYMENT SCREENING PROCESS SHALL BE FULLY SUFFICIENT GROUNDS TO REFUSE TO EMPLOY THE APPLICANT OR, IF THE APPLICANT HAS BEEN EMPLOYED, TO IMMEDIATELY DISMISS THE APPLICANT/EMPLOYEE.

NOTE: EMPLOYMENT CANNOT BE FINALIZED UNTIL THE APPLICANT HAS COMPLETED REQUIREMENTS FOR COMPLETE BACKGROUND CHECKS AND FINGERPRINTING AS REQUIRED BY MAINE STATE STATUTE.