

# HIGH DESERT MONTESSORI SCHOOL

2590 Orovada Street  
Reno, NV 89512

(775)624-2800  
(775)624-2801 fax



## Employment Application

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address			Apt./Unit #
City	State	Zip	
Phone		E-mail Address	
Date Available	Desired Salary/ Hourly Rate	Availability (Part Time, Full Time)	
Position Applied for			
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain
EDUCATION			
Nevada Teaching License #			
College		Address	
From	To	Did you graduate?	Degree
Other		Address	
From	To	Did you graduate?	Degree
High School		Address	
From	To	Did you graduate?	Degree
REFERENCES			
Please list three <i>professional</i> references.			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			

**PREVIOUS EMPLOYMENT (BEGIN WITH MOST RECENT)**

Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?    YES            NO			

Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?    YES            NO			

Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?    YES            NO			

**ADDITIONAL EXPERIENCE OR QUALIFICATIONS**

Prior Military Service
Skills, Experience, Hobbies
Is there anything that would interfere with your regular attendance and punctuality?

**DISCLAIMER AND SIGNATURE**

I certify that all answers given by me are true, accurate and complete. I understand that the falsification, misrepresentation or omission of fact on this application (or any other accompanying or required documents) will be cause for denial of employment or immediate termination of employment, regardless of when or how discovered.

Questions regarding this statement should be directed to any employment interviewer before signing. The application will be given every consideration, but its receipt does not imply that the applicant will be employed.

It is the policy of the company to afford equal opportunity to all employees and applicants without regard to age, race, religion, color, sex, national origin, marital status, expunged juvenile records, or pregnancy, and to offer equal opportunities to disabled veterans, veterans of the Vietnam era, and individuals with a disability, and any other characteristic protected by Federal, State or Local law.

If hired, I agree to abide by all of the school rules and regulations and understand that, if employed, my employment may be terminated with or without cause, and with or without notice, at any time, at the option of either the school or me.

I acknowledge that I have read and understand the above statements and hereby grant permission to confirm the information supplied.

Signature	Date
-----------	------