



## Bloomsburg Area School District

728 E. 5th St. Bloomsburg, PA 17815  
Phone: 570-784-5000 Fax: 570-387-8832  
Web Site: <https://www.bloomsd.org>

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### Support Staff Application for Employment

Name: \_\_\_\_\_ Date of Application: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_ E-mail: \_\_\_\_\_

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### General Information

Please indicate the position(s) for which you are applying: \_\_\_\_\_  
Type of Employment Desired:     \_\_\_ Part-Time     \_\_\_ Full-Time     \_\_\_ Substitute  
Date Available to Begin Work: \_\_\_\_\_  
Have you previously worked for the district?     \_\_\_ No     \_\_\_ Yes (If yes, when? \_\_\_\_\_)  
Have you previously applied for a position in the district?     \_\_\_ No     \_\_\_ Yes (If yes, when? \_\_\_\_\_)

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### Work Experience

Please list your four most recent employers, with your most recent employer being first.

Place of Employment	Start & End Dates	Job Title & Description of Work	Salary	Reason for Leaving

**Education**

Please indicate your secondary and any post-secondary education information below.

Name of Institution	City & State of Institution	Course Completed	Degree Granted

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**Work-Related Skills and Certifications**

Please indicate any pertinent work-related skills and certifications you possess:

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**Work-Related References**

Please indicate below three **work-related** references. Do not use friends and family members.

Name of Reference	Relation to Applicant	Phone Number

### General Background Information

Please answer the following questions. Conviction of a criminal offense is not a bar to employment in all cases. Your answers will be verified by reviewing your appropriate clearance(s).

- Were you ever convicted of a criminal offense?  Yes  No
- Are you currently under charges for a criminal offense?  Yes  No
- Have you ever forfeited bond or collateral in connection with a criminal offense?  Yes  No
- Within the past 10 years, have you been fired from any job for any reason?  Yes  No
- Within the past 10 years, have you quit a job after being notified that you would be fired if you did not resign?  Yes  No
- Have you ever been professionally disciplined in any state?  Yes  No
- Are you subject to any visa or immigration status that would prevent lawful employment?  Yes  No

If you answered “yes” to any of the above questions, please provide a detailed explanation on a separate sheet of paper, including dates, and attach it to this application. Please print and sign your name on the sheet and include your Social Security Number.

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### Applicant Signature and Verification

By signing below, you are indicating that:

- you completed all sections of this employment application to the best of your ability, and as truthfully as possible. Falsifying information on your application is grounds for dismissal if you are hired by the district.
- if hired, while employed by the Bloomsburg Area School District, you agree to immediately inform the superintendent of any criminal conviction or instance occurring subsequent to your initial approval as a district employee that would appear on a PA Criminal Record Check, FBI Clearance, and/or PA Child Abuse History Clearance;
- if hired, you have 30 days from your date of hire to submit all required documentation, with the exception of the PA Criminal Record Check, FBI Clearance, PA Child Abuse History Clearance, and tuberculosis test results, which must be received by the district prior to your start date.
- the district has the right to contact the references listed on this application as part of the recruitment process.

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Applicant Signature

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Date