



Northwest Educational Service District 189

Together We Can

APPLICATION FOR EMPLOYMENT OF CLASSIFIED/PROFESSIONAL TECHNICAL PERSONNEL

GENERAL INFORMATION

1. In compliance with Federal and State equal opportunity laws, qualified applicants are considered for all positions without regard to race, color, creed, religion, gender, marital status, national origin, age, the presence of a disability, or any other basis prohibited by law.
2. If an applicant requires accommodation to complete the application, testing, or interview process, please contact the personnel office for assistance at least 3 days prior to deadline.
3. Office skills, computer technology or accounting tests may be required of applicants selected for an interview, depending upon the position applied for and job duties to be performed. If accommodation is required, Northwest ESD 189 must be notified at the time an invitation to take test is offered.
4. Federal and/or State criminal history background checks will be required of candidates who will or may have unsupervised access to children or developmentally disabled persons. Any offer of employment is conditional and subject to the acceptable outcome of a criminal history background check and approval of the ESD's Board of Directors.
5. Evidence of employment eligibility must be provided to meet the requirements of the Immigration and Naturalization Service's Employment Eligibility Verification Form I-9.
6. Application materials become the property of Northwest ESD 189 and will not be returned.

Print or type all information requested on this form. (Incomplete/unsigned applications will not be reviewed.)

GENERAL INFORMATION			
Last Name	First	Middle	Date
Other Name(s) Under Which Records May Be Listed			Social Security Number
Address			Home Phone ()
City	State	Zip Code	Business Phone ()
Position Desired		Posting Number	Current Position
Available for Employment on a <input type="checkbox"/> Part-Time Basis (Specify Hours) _____ <input type="checkbox"/> Full-Time Basis			Pay Expected

Date Received

Northwest Educational Service District 189 is one of nine ESDs in the State of Washington. ESDs are required by statute to provide cooperative and information services to school districts to assist the State Superintendent of Public Instruction and the State Board of Education, and to help school districts assure equal educational opportunities. Northwest ESD 189 serves the 35 school districts in Snohomish, Skagit, San Juan, Island, and Whatcom Counties. ESDs are an increasingly effective mechanism in assisting school districts in education improvement and equity.

List names of educational institutions you have attended	Location	Dates Attended		Course of Study	Certificate, Degree, or Number of Credits	Grade Average
		From	To			
(High School)						

List other licenses and special training related to the position you are seeking.

Indicate skills/knowledge specific to the job for which you are applying. Include keyboarding speeds, computer software knowledge, if applicable.

Can you perform all essential functions of the position you are applying for, with or without reasonable accommodation?

Yes No

(Answer only for positions where holding a valid Washington State driver's license is an essential job function.)

Do you have a valid Washington State driver's license? Yes Number: _____ No

Please give an accurate and complete full-time/part-time employment record. Start with present or most recent employer. If more space is needed, attach an additional sheet of paper.

Company				Type of Business	
Address		City	State	Zip Code	Phone ()
Name of Supervisor				Rate of Pay <input type="checkbox"/> Hourly <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly	
Employed (month and year) From To		<input type="checkbox"/> Part-time <input type="checkbox"/> Full-time		_____ Days/Hours Start \$ Last \$	
State Job Title and Describe Your Work				Reason for Leaving	

Company				Type of Business	
Address		City	State	Zip Code	Phone ()
Name of Supervisor				Rate of Pay <input type="checkbox"/> Hourly <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly	
Employed (month and year) From To		<input type="checkbox"/> Part-time <input type="checkbox"/> Full-time		_____ Days/Hours Start \$ Last \$	
State Job Title and Describe Your Work				Reason for Leaving	

Company				Type of Business
Address	City	State	Zip Code	Phone ()
Name of Supervisor				Rate of Pay <input type="checkbox"/> Hourly <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly
Employed (month and year) From To	<input type="checkbox"/> Part-time <input type="checkbox"/> Full-time	Days/Hours		Start \$ Last \$
State Job Title and Describe Your Work				Reason for Leaving

Company				Type of Business
Address	City	State	Zip Code	Phone ()
Name of Supervisor				Rate of Pay <input type="checkbox"/> Hourly <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly
Employed (month and year) From To	<input type="checkbox"/> Part-time <input type="checkbox"/> Full-time	Days/Hours		Start \$ Last \$
State Job Title and Describe Your Work				Reason for Leaving

Company				Type of Business
Address	City	State	Zip Code	Phone ()
Name of Supervisor				Rate of Pay <input type="checkbox"/> Hourly <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly
Employed (month and year) From To	<input type="checkbox"/> Part-time <input type="checkbox"/> Full-time	Days/Hours		Start \$ Last \$
State Job Title and Describe Your Work				Reason for Leaving

Company				Type of Business
Address	City	State	Zip Code	Phone ()
Name of Supervisor				Rate of Pay <input type="checkbox"/> Hourly <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly
Employed (month and year) From To	<input type="checkbox"/> Part-time <input type="checkbox"/> Full-time	Days/Hours		Start \$ Last \$
State Job Title and Describe Your Work				Reason for Leaving

Company				Type of Business
Address	City	State	Zip Code	Phone ()
Name of Supervisor				Rate of Pay <input type="checkbox"/> Hourly <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly
Employed (month and year) From To	<input type="checkbox"/> Part-time <input type="checkbox"/> Full-time	Days/Hours		Start \$ Last \$
State Job Title and Describe Your Work				Reason for Leaving

List specialized training or other experiences you have had that will contribute to your success in this position.

Does your visa or immigration status prevent you from lawfully becoming employed in the U.S.? (You will be required to furnish proof of U.S. citizenship or alien identification documents entitling you to work in the United States if you are hired.)

Yes No

Have you ever been convicted of any crimes or served time in jail following conviction of a crime? If yes, give explanation of the nature of the crime, place, date(s) and explanation. (Conviction does not necessarily bar you from ESD employment.)

Yes No

Are you presently charged with, but not convicted of, any crime? If yes, give explanation of the nature of the crime, place, date(s), and explanation. (Criminal charge does not necessarily bar you from ESD employment.)

Yes No

Do you have any relatives currently employed by (or serving as a member of the Board of Directors of) Northwest ESD 189? Answering "yes" to this question will not exclude an applicant from consideration, but is used to prevent placement which may create conflicts of interest.

Yes No

I certify that all statements made by me on this application are true and complete. I understand that misrepresentation or falsification of statements made in the application constitutes grounds for immediate dismissal or refusal to hire.

I authorize Northwest ESD 189 to make an investigation of my personal, educational, vocational, or employment history. I further authorize any current or former employer, firm, corporation, educational, or vocational institution or government agency to provide Northwest ESD 189 with any information they have regarding me. I hereby release and discharge Northwest ESD 189 and all those who provide information from any and all liability as a result of requesting, furnishing and receiving this information.

References and personal information, which become a part of this application, will be regarded as confidential and will not be revealed to me.

Signature of Applicant

Date

AN EQUAL OPPORTUNITY EMPLOYER