



## Application for Employment for Coaching Positions MENASHA JOINT SCHOOL DISTRICT

<b>Please Return High Applications To:</b>	<b>Rick Grable</b> 420 Seventh Street Menasha, WI 54952	<b>Phone: (920) 967-1803</b> <b>Fax: (920) 751-5040</b>
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### Please Type or Print

**Position(s) Applying For:** \_\_\_\_\_

**Date Available To Begin:** \_\_\_\_\_

**PERSONAL DATA**

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Applicant's Full Name: \_\_\_\_\_

	<b>Last</b>	<b>First</b>	<b>Middle</b>
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Present Address: \_\_\_\_\_

<b>Street</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
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Telephone Number: Home: ( \_\_\_\_ ) \_\_\_\_\_ Work: ( \_\_\_\_ ) \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

1. Are you legally authorized to work in the United States? No \_\_\_\_ Yes \_\_\_\_
2. Have you ever been discharged or requested to resign from a position?  
(If yes, please explain on a separate sheet.) No \_\_\_\_ Yes \_\_\_\_
3. Do you have a pending criminal charge or have you ever pled guilty, or no contest/nolo contendere, to or been convicted of an ordinance violation (such as inappropriate use of drugs or alcohol and/or harm to another person), misdemeanor, or felony? (If yes, please explain on a separate sheet.)  
No \_\_\_\_ Yes \_\_\_\_

*(NOTE: A conviction record or pending criminal circumstances will not be used as criterion in making an employment decision unless the circumstances of the offense substantially relate to the circumstances of the position being sought.)*

4. Are you currently certified to teach? No \_\_\_\_ Yes \_\_\_\_  
If yes, in what areas? \_\_\_\_\_

**EDUCATION AND TRAINING**

<b>School Name and Location</b>	<b>Did You Graduate?</b>	<b>Degree Type/ Year Received</b>	<b>Major</b>	<b>Minor</b>

**EMPLOYMENT HISTORY**

<b>Dates of Employment</b>	<b>Employer</b>	<b>Position</b>	<b>Reason for Leaving</b>

**ACTIVITY PARTICIPATION/EXPERIENCE**

<b>Activity</b>	<b>School/College</b>	<b>Years Participated</b>	<b>Honors/ Accomplishments</b>

**COACHING/ADVISING EXPERIENCE**

<b>Activity and Level</b>	<b>School/Location</b>	<b>Years Participated</b>	<b>Honors/ Accomplishments</b>

Please list any other experience you have had that may be unique to this coaching/advising position.

*Please attach a list of three references that can speak directly to your coaching/activity background*

**Please list 3 references that can speak directly to your coaching or activity background.**

Name of Reference	Position or Relationship	Mailing Address	Home and Work Phone Numbers
1.			H: W:
2.			H: W:
3.			H: W:

**AUTHORIZATION AND RELEASE**

I certify that the information provided by me in this application is true and complete to the best of my knowledge. I understand that if any false information, omissions or misrepresentations are discovered, my application may be rejected and, if I am employed, my employment may be terminated at any time. I agree that the District shall not be held liable in any respect if my application is rejected or my employment is terminated for this reason.

The Menasha Joint School District is hereby authorized, at the time of my application for employment or during the course of my employment, to obtain from any source, information regarding my education, experience, criminal background, competence, character or medical history as relates to the position for which I applied for or in which I am employed.

I authorize any former employer, school or government agency as well as its officers, agents and employees to release any and all information to the Menasha Joint School District should the District make a written or oral request for such information. I understand that the employment information may include, but is not necessarily limited to, performance evaluations and reports, job descriptions, disciplinary reports, letters of reprimand and concerns regarding my suitability for employment.

I further, voluntarily and knowingly, fully release and disclaim, absolve, indemnify, and hold harmless such former employers, schools or government agencies as well as its officers, agents and employees from any and all claims, liabilities, demands, causes of action, damages or costs, including reasonable attorneys' fees, present or future, whether known or unknown, anticipated or unanticipated, arising from or incident to the disclosure or release except for the malicious and willful disclosure of derogatory facts concerning my employment made for the express purpose of preventing me from obtaining employment which the person or entity disclosing such facts knows are untrue.

The Menasha Joint School District does not discriminate in hiring or employment on the basis of race, color, religion, sex, sexual orientation, national origin, age, disability, arrest and conviction record, or any other protected characteristic. No questions on this application are intended to secure information to be used in violation of the law. WE ARE AN EQUAL OPPORTUNITY EMPLOYER.

**Signature of Applicant** \_\_\_\_\_ **Date** \_\_\_\_\_

**FAIR CREDIT REPORTING ACT AUTHORIZATION AND RELEASE**

I acknowledge the District's notification to me as required by the Fair Credit Reporting Act of 1970 that an investigative consumer report may be made on me prior to or during the course of my employment with the Menasha Joint School District, including information related to my character, general reputation and personal characteristics, and I hereby consent to such.

I understand that upon my written request a complete and accurate disclosure of the nature and scope of the investigation requested will be provided for me.

**Signature of Applicant** \_\_\_\_\_ **Date** \_\_\_\_\_