



(Revised 8/2017)

Name		Date	
Address			
City		State	
	Zip		Phone
E-mail Address			Are you 18 or older?

**Employment Desired**

**What position are you applying for? Please reference "Staff Requirements" to ensure you have the qualifications needed for each of these positions. Please call Community Education for any clarification.**

- Director
- Teacher
- Assistant Teacher
- Aide

**Education and Training**

High School Years Completed		High School Diploma or GED	
Post-Secondary Years Completed		Post-Secondary Diploma/Degree	
Trade/Vocational Years Completed		Trade/Vocational Diploma/Degree	
Special Certifications/Licenses or Qualifications			
List additional skills or training, knowledge, experience, or other relevant qualifications you consider applicable to obtaining the position desired			
List an computer programs you are trained in			
College or University Name	Major	Minor	Degree
1.			
2.			
File Folder Number		Year License Expires	
Are you bi-lingual?		If yes, please list what language(s), that you speak (other than English)	

### Employment History

Employer Name	1.	2.	3.
Employer Address			
Employer Phone			
Supervisor Name			
Supervisor E-mail			
Date of Employment			
Position			
Description of Duties			
Why did you leave your last job?			

### Veteran Status

Are you a veteran? (yes or no)	
Are you a disabled veteran? (yes or no) If yes, please attach a copy of Form DD214.	

### References

Name	1.	2.	3.
Address City, State, Zip			
Phone			
E-mail Address			
Years Acquainted			

**Criminal Background Information**

Have you ever been charged with a misdemeanor or a felony?			
If yes, explain the nature of the charge and the circumstances			
Were you convicted and/or did you plead guilty?			
If yes, give the date, city, state, and county where convicted			

*The School District will conduct a criminal background check on individuals upon making a contingent job offer. No offer of employment shall become final until receipt of the results of the criminal background check from the BCA, the content of which is acceptable to the School District, and approval by the School Board.*

**Certification, Acknowledgment and Release**

I certify the answers I have given on this application are true and correct to the best of my knowledge. I understand any false or misleading information provided, and any omission or concealment of facts, will disqualify me from consideration for employment, and constitutes grounds for my immediate dismissal should I be employed by the Benson Public Schools ISD #777.

I understand, acknowledge, and agree that no offer of employment is valid or binding until formal approval by the School Board and until such approval the Benson Public Schools ISD #777 shall not be liable for any reliance on any oral or written offers of employment made to me.

In connection with this application, I hereby authorize any and all former employers and references named in this application or any agent of such a former employer, to release to Benson Public Schools ISD #777 and its agents any and all information regarding my job performance and fitness/qualifications to perform the position I am presently seeking and any other employment or related information, both public and private, in their possession. I understand that Benson Public Schools ISD #777 will use this information to determine my fitness/qualifications for the position I am seeking. This authorization expires one year from the date of my signature, below. I hereby release Benson Public Schools ISD #777 and all former employers and references listed herein and any and all agents acting on behalf of said School District, former employers or references, for any and all liability of whatever nature by reason of requesting or providing such information.

<b>I AGREE</b> (yes or no)			
Signature		Date	

Also Attach:

- Resume
- Letter of Application

Send to:

Benson Community Education  
1400 Montana Avenue  
Benson, MN 56215