



St. Cloud Area School District 742  
Community Education  
216 8<sup>th</sup> Avenue North  
Waite Park, MN 56387

320-529-6500  
Fax 320-529-4301  
email cec@isd742.org

- Position Applied for:**
- Instructor (area of interest)
    - CPR/First Aid/Health
    - Computers
    - Dance
    - Family Issues
    - Languages
    - Culinary Delights
    - Arts/Crafts/Sewing/Needlework
    - Students
    - Fitness/Aerobics
    - Aquatics
    - Gymnastics
    - Youth
    - Other \_\_\_\_\_
  - Building Supervisor
  - ARISE Facilitator
  - Programs for Adults with Disabilities
  - Internship

### COMMUNITY EDUCATION EMPLOYMENT APPLICATION

DATE \_\_\_\_\_

**This form must be filled out completely. All information will be treated confidentially.**

#### PERSONAL INFORMATION

Name \_\_\_\_\_ Telephone # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Social Security Number \_\_\_\_\_ Email Address \_\_\_\_\_

Do you have the legal right to work in the U.S.? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you passed your 18<sup>th</sup> birthday? \_\_\_\_\_ Yes \_\_\_\_\_ No

U.S. Military Service: Entered \_\_\_\_\_ Discharged \_\_\_\_\_ Branch \_\_\_\_\_

Type of Discharge \_\_\_\_\_

Have you ever been convicted of a crime? \_\_\_\_\_ Yes \_\_\_\_\_ No

If YES, when, where, and nature of offense? \_\_\_\_\_

Are there any criminal charges pending against you? \_\_\_\_\_ Yes \_\_\_\_\_ No

If YES, please explain \_\_\_\_\_

Have you ever been dismissed from employment or refused re-employment? \_\_\_\_\_ Yes \_\_\_\_\_ No

If YES, please explain \_\_\_\_\_

**EDUCATION**

School	Name	Address	Field(s) of study		Degree Awarded
			Major	Minor	

**WORK EXPERIENCE**

Name of Institution/ Address	Phone/ Supervisor	Position	Dates	Reason for Leaving

**PROFESSIONAL/PERSONAL REFERENCES** (Do not list relatives)

Name	Complete Address	Daytime Phone	Occupation	How do you know this person?

**CERTIFICATION OF INFORMATION AND AUTHORIZATION FOR RELEASE**

**READ CAREFULLY:** I certify that I have read and understand the provisions of this application, and of any documents which accompany the application. My questions, if any, have been asked and answered to my satisfaction. I hereby authorize District 742 to inquire and verify any information contained on this application for employment, and the school district shall not be liable for any damages which may result from such inquiry or verification.

I certify that the information furnished in or accompanying this application is true, complete and correct. I understand and agree that any falsification, misrepresentation, distortion or omission with respect to such information, whether pertaining to this application or other aspects of the pre-hiring process, will be sufficient reason for: (1) my not being offered employment; or (2) my dismissal at any time if employed.

Offers of employment are conditional based upon the results of a Criminal Conviction Background Check (Minnesota Statute section 120.1045).

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**Date**


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**Applicant's Signature**