



## APPLICATION FOR EMPLOYMENT

### I. GENERAL INFORMATION

Position(s) Applying For:

Do you desire full- or part-time employment? If part-time, please list availability:

Do you know anyone associated with Flagstaff—a parent, employee or board member?

Full Name:

Maiden/Other Names Used:

Address:

Permanent Address (if applicable):

Email Address:

Current Phone:

Work Phone:

(We will not contact your present employer without your approval.)

Cell Phone (or other number where we may reach you):

Languages you speak, read and write (other than English):

**II. EDUCATION**

**High School:**

Date of graduation:

**College or University:**

Location:

Dates Attended:

Field of Study:

Degree/Honors/Details:

**Postgraduate Studies:**

Location:

Dates Attended:

Field of Study:

Degree/Honors/Details:

**Other Education/Training/Publications:**

**III. EMPLOYMENT HISTORY**

Current/Most Recent Employer:

Address:

Job Title:

Dates of employment:

Job Duties:

Reason for Leaving:

Supervisor's Name and Phone Number:

***\*We will not contact your current employer without your approval.***

Previous Employer:

Address:

Job Title:

Dates of employment:

Job Duties:

Reason for Leaving:

Supervisor's Name and Phone Number:

Previous Employer:

Address:

Job Title:

Dates of employment:

Job Duties:

Reason for Leaving:

Supervisor's Name and Phone Number:

**IV. SECURITY**

1. Are you legally entitled to work in the United States? \_\_\_\_\_
2. Have you ever been discharged or have you ever been requested to resign from a position?  
\_\_\_\_\_
3. Have you ever been convicted of a felony or a misdemeanor (other than minor traffic offenses)? \_\_\_\_\_
4. Are you currently under investigation for any traffic violation or other offense? \_\_\_\_\_

If you answered “yes” to questions 2-4, please provide complete details on the back of this page.

**Note: The foregoing information will not be used to automatically disqualify an applicant.**

I certify that all answers given in this application, in my resume and in all other forms submitted to Flagstaff Academy Charter School in connection with my application are true, accurate and complete. I understand that if I am hired, my having given false or misleading information in any of my applications, forms, employment records or interview(s), or having omitted significant information from any of those avenues may result in discharge. I also understand that if I am hired, I will be required to abide by all rules and regulations.

Applicant’s Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*Flagstaff Academy Charter School is committed to and guided by the principle of equal opportunity in employment.*

**Please bring this completed application to your interview, or return via:**

**E-mail:           employment@flagstaffacademy.org**

**Mail:               Flagstaff Academy  
                      Attn: Hiring Team  
                      2040 Miller Drive  
                      Longmont, CO 80501**

**Fax:                303-651-7922**