



Dates (M/D/Y)  From  _____	Name of Employment and Address _____ _____ _____ Phone Number _____	Your Title _____ Reason for Leaving _____ _____
	Work Performed _____ _____ _____ _____	
Name and Title of Supervisor		Final Yearly Salary

Dates (M/D/Y)  From  _____	Name of Employment and Address _____ _____ _____ Phone Number _____	Your Title _____ Reason for Leaving _____ _____
	Work Performed _____ _____ _____ _____	
Name and Title of Supervisor		Final Yearly Salary

Dates (M/D/Y)  From  _____	Name of Employment and Address _____ _____ _____ Phone Number _____	Your Title _____ Reason for Leaving _____ _____
	Work Performed _____ _____ _____ _____	
Name and Title of Supervisor		Final Yearly Salary

<b>We may contact the employers listed above unless you indicate those you do not want us to contact.</b>	<b>DO NOT CONTACT</b>
	Employer _____ Reason _____

Please attach copies of all college/university and graduate study transcripts.

<b>COMPLETE THIS SECTION IF YOU SERVED IN THE U.S. ARMED FORCES</b>	<b>Branch of Service</b>
Describe your duties and any special training	Period of Active Duty (Month and Year) From: _____ To: _____
	Rank at Discharge
	Date of Final Discharge

**REFERENCES**

References should include previous employers or individuals who have first-hand knowledge of your competence and your personal qualifications.

<b>Name</b>	<b>Position</b>	<b>Address</b>	<b>Telephone</b>

## GENERAL BACKGROUND INFORMATION

You must give complete answers to all questions. If you answer, “Yes” to any question, you must list all offences, and for each conviction provide date of conviction and disposition, regardless of the date or location of occurrence. Conviction of a crime is not a bar to employment in all cases. Each case is considered on its merits. Your answers will be verified with appropriate police records.

Professionally disciplined means the annulment, revocation or suspension of your teaching certification, or the receipt of a letter of reprimand from an agency, board or commission of state government, such as the New Hampshire Department of Education.

Crime includes all felonies and misdemeanors.

Conviction includes adjudications of guilt, pleas of guilty, pleas of “nolo contendere” (no consent), and determinations before courts, juries, judges or magistrates, which resulted in fines, incarceration, or other sentences or probation.

You may omit: minor traffic violations, and offences committed before your 18<sup>th</sup> birthday, which were adjudicated in juvenile court under a juvenile delinquency law.

- Have you ever been arrested for or convicted of a crime that has not been annulled by a court?  Yes  No
- Have you been fired? Dismissed or non-renewed from any job for any reason?  Yes  No
- Have you quit a job after being notified that you would be fired, dismissed or non-renewed, or after being notified that you would be recommended for firing, dismissal or non-renewal?  Yes  No
- Have you ever been professionally disciplined in any state?  Yes  No
- Are you subject to any visa or immigration status, which would prevent lawful employment?  Yes  No

## BACKGROUND AND CRIMINAL HISTORY CHECKS

Each applicant for employment must submit to the School District a completed Criminal History Release Authorization Form and his or her fingerprints. The School District can supply an Authorization Form and fingerprint card to each applicant. The fingerprints will be utilized by local, state, and federal law enforcement agencies to research the applicant’s background. Any offer of employment that the School District extends to an applicant is conditional upon the successful processing of his or her fingerprints and the receipt of criminal history and background check results that are acceptable to the School District.

## CERTIFICATION AND RELEASE AUTHORIZATION

I certify that all statements made by me are true, complete and correct to the best of my knowledge and belief, and are made in good faith. I understand that any misrepresentation of information shall be sufficient cause by rejecting my application, withdrawing of any offer of employment, or terminating my employment.

I hereby authorize any and all of my previous employers and/or supervisors to release any and all of my personnel records, and to respond fully and completely to all questions that officials of the Raymond School District may ask regarding my prior work history and performance. I will hold such previous employers and/or supervisors harmless of any and all claims that I might otherwise have against them with regard to statements made to the Raymond School District. I further authorize the Raymond School District’s officials to investigate my background, now or in the future, to verify the information provided, and I release liability all persons and/or entities supplying information regarding my background.

Date \_\_\_\_\_

Signature \_\_\_\_\_

*The Raymond School District does not discriminate in its educational programs, activities or employment practices based on age, sex, race, color, marital status, physical or mental disability, religion, national origin or any other legally protected classification, This policy is in accordance with state and federal laws, including Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1975, the Americans with Disabilities Act of 1990 and New Hampshire RSA 354-A. Information relative to special accommodation and the designated responsible official for compliance with Title VI, Title IX, and Section 504 may be obtained by contacting the School District. If you need accommodations in completing this application, please contact the School District.*

**PLEASE DO NOT WRITE BELOW THIS LINE**

---

**INTERVIEW DATA**

POSITION: \_\_\_\_\_

---

Name of Interviewer

Title

Date

**FOR EMPLOYERS USE ONLY**

<b>EMPLOYER</b>	<b>PERSON CONTACTED</b>	<b>RESULTS</b>
<b>1</b>		
<b>2</b>		
<b>3</b>		