



# White Pine Charter School

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www.whitepinecharterschool.org email: hr@wpcscougars.org



## General Employment Application

Date of Application: \_\_\_\_\_ Position Desired: \_\_\_\_\_

\_\_\_\_\_  
Last Name First Name Initial Email Address

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

\_\_\_\_\_  
Telephone Number Cell Phone Number

Are you 18 years of age or older? \_\_\_\_\_ Date available: \_\_\_\_\_

### Educational Training – If you have college credits, please attach a copy of your transcripts.

Name of Institution	Date of Graduation	Major	Minor	Degree or Diploma

**Special Skills:** Please describe skills you possess that would be helpful in the position desired.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### References: Include 3 Professional References

	Name	Address	Telephone
1			
2			
3			

**Employment Information: (List most recent employment first)**

Year – Dates	Employer’s Name, Address, and Phone Number	Position Held/Duties Performed	Reason for Leaving
From  To			
From  To			
From  To			
From  To			

**BACKGROUND INFORMATION**

1. Have you ever been disciplined, discharged, or asked to resign from a prior position?  Yes  No
2. Have you ever resigned from a prior position after a complaint had been filed against you, or after your conduct was under investigation or review?  Yes  No
3. Have you ever been terminated or asked to resign as a result of or arising out of an allegation of sexual harassment of any co-worker or other person?  Yes  No
4. Have you ever been convicted of a felony?  Yes  No
5. Have you ever entered a plea of guilty or “no contest” (*nolo contendere*) to any crime (other than a minor traffic offense)?  Yes  No
6. Have you ever been dismissed by, or resigned from employment, as a result or arising out of an allegation of sexual abuse, misconduct or harassment of a minor?  Yes  No
7. Are you subject to any visa or immigration status, which would prevent lawful employment?  Yes  No

If you have answered YES to any of the previous questions, please provide full details on an additional sheet including, with respect to court actions, the date, offense in question, and the address of the court involved. Answering YES to any of the above questions is not necessarily an automatic bar to employment.

**VETERANS INFORMATION**

- **Are you claiming the Veterans' Preference per Idaho Code Section 65-503A?**

Yes  No

If you answered "Yes", please attach a copy of your DD-214 (honorable discharge) to your application.

- **Have you previously claimed Veterans' Preference in connection with an application for employment with WPCS?**

Yes  No

- **Are you also claiming Veterans' Preference as a "disabled" veteran as defined at Idaho Code Section 65-502(4)?**

Yes  No

**Authorization of Release of Information**

I hereby authorize representatives of White Pine Charter School (WPCS) to contact all persons or entities listed in this application as references and to make all other contacts, inquiries and investigations deemed necessary to verify my education, employment and criminal and child abuse history, including but not limited to, contacting current and/or past employers, educational institutions, law enforcement and child abuse agencies. I hereby consent to the release of such information by third persons and I understand that WPCS will keep such information in a confidential file, available only to school personnel involved in the hiring process or other employees or agents on a "need to know" basis.

I understand employment with WPCS is contingent upon satisfactory completion of a criminal and child abuse/neglect record check. In accordance with state law, this background check will include a complete fingerprint criminal records check. An unsatisfactory report shall constitute cause for rejection of an application or immediate termination, if the applicant has been hired. Although the existence of any arrests, charge, plea or conviction and/or sentence for criminal conduct alone may not constitute an unsatisfactory report, WPCS may, and is hereby authorized, to rely and act upon on such information as necessary to ensure the safety and welfare of its students.

**Certification**

I hereby certify, under penalty of perjury, that all information provided by me in connection with this application is true, accurate and complete, which certification, if found to contain any false representation or omission of material fact shall be cause for refusal to hire, or if the applicant has been hired, for immediate termination.

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**Signature**

**Date**

**Documents:**

- Current Resume
- Proof of Praxis Para Professional Exam (if applicable)
- Transcripts (if applicable)