

EMPLOYMENT APPLICATION

Ecole Bilingue de Berkeley is an equal opportunity employer that recruits, hires, trains and promotes in all job titles without regard to race, color, creed, national origin, gender, pregnancy, sexual orientation or preference, marital status, religion, age, military service, disability or handicap.

PERSONAL INFORMATION

Name: (First, Middle, Last): _____

Address: _____

City: _____ State: _____ Zip: _____ Country: _____

Telephone number: _____ E-mail: _____

Fax: _____ Social Security number: _____

If you are hired, can you provide proof that you are eligible to work in the United States? Yes No

Have you ever been convicted of a felony? Yes No

(such conviction may be relevant if job-related but does not necessarily bar you from employment)

APPLICATION

Position you are applying for: _____

Salary requirements: \$ _____ per year. \$ _____ per hour.

Date of this application: _____ Date you are available to work should you be hired: _____

EMPLOYMENT HISTORY WITH EB

Have you ever applied for a position at EB? Yes No

If yes: Position _____ Date of Application: _____

Have you ever worked for EB before? Yes No

If yes: Position _____ Dates of employment: _____ to _____

Reason for separation:

EDUCATION

Name of School, College, Other

Course of study, Degree obtained

TEACHING EXPERIENCE

Do you have a teaching credential? Yes No

If yes, please identify: California Yes No Other State (please specify): _____

Do you have teaching experience?

In Preschool? Yes No

In Elementary School? Yes No

In Middle School? Yes No

In High School? Yes No

Other? Yes No

Do you have ECE units? Yes No If yes, How many?: _____

With which grades would you prefer to work with?: _____

Why?

EMPLOYMENT HISTORY

Please list all previous employers starting with the most recent:

Employer's Name: _____ Dates of employment: _____ to _____

Type of Business: _____

Employer's Address: _____

Your Title: _____ Your salary: \$ _____ per year

Name of your direct supervisor: _____

Reason for separation:

Employer's Name: _____ Dates of employment: _____ to _____

Type of Business: _____

Employer's Address: _____

Your Title: _____ Your salary: \$ _____ per year

Name of your direct supervisor: _____

Reason for separation:

Employer's Name: _____ Dates of employment: _____ to _____

Type of Business: _____

Employer's Address: _____

Your Title: _____ Your salary: \$ _____ per year

Name of your direct supervisor: _____

Reason for separation:

Employer's Name: _____ Dates of employment: _____ to _____

Type of Business: _____

Employer's Address: _____

Your Title: _____ Your salary: \$ _____ per year

Name of your direct supervisor: _____

Reason for separation:

REFERENCES

Please list three persons familiar with your character, ability or education for more than one year. Please do not include friends or relatives. Please include only persons whom EB may call to verify the information contained in this application.

Name: _____ Business phone: _____

Name of Business: _____

Business Address: _____

Was that person your direct supervisor? Yes No

If no, what was that person's title? _____

Name: _____ Business phone: _____

Name of Business: _____

Business Address: _____

Was that person your direct supervisor? Yes No

If no, what was that person's title? _____

Name: _____ Business phone: _____

Name of Business: _____

Business Address: _____

Was that person your direct supervisor? Yes No

If no, what was that person's title? _____

ACKNOWLEDGMENTS

THIS APPLICATION DOES NOT CONSTITUTE AN AGREEMENT FOR EMPLOYMENT. In the event that the Applicant is employed by Ecole Bilingue, the Applicant agrees that the employment relationship with Ecole Bilingue is an at-will relationship and that the employment and compensation can be terminated, with or without cause, and with or without notice, at any time at the option of Ecole Bilingue or the then Employee. The Applicant understands and agrees that this aspect of employment may not be change absent an individual written agreement signed both by the then Employee and Ecole Bilingue.

The applicant certifies that the information contained in this application is correct. If Ecole Bilingue determines that any information submitted in this application is false, Applicant shall be immediately disqualified from consideration for employment and/or discharged from employment in accordance with company policy.

Applicant hereby grants permission to Ecole Bilingue to investigate the information contained in this application and release Ecole Bilingue and any agents or other persons acting on behalf of Ecole Bilingue from any and all liability relating to any investigation of the information contained in this application. Applicant hereby releases his/her former employers and any agents or other persons acting on behalf of his/her previous employers from any and all liability relating to any investigation of the information contained in this application. In the event that the Applicant is hired, he/she will need to satisfy a background investigation which will always include a criminal history record check with the D.O.J. and the F.B.I. (required for all school employees) and may include a credit report for those who will have access to School funds. The Applicant understands and agrees with these investigation requirements.

This application is current for 60 days. At the conclusion of that time, if Applicant has not heard from Ecole Bilingue and s/he still wishes to be considered for employment, it will be necessary to submit a new application.

Applicant's full name: _____

Applicant's signature: _____ Date: _____