



EMPLOYMENT APPLICATION

Ecole Bilingue is committed to a policy of equal employment opportunity for all applicants, employees, volunteers and interns, and the School makes employment decisions based on the merits of each candidate. Ecole Bilingue prohibits discrimination based on an individual's race, color, religion (including all aspects of religious beliefs, observance or practice, including religious dress or grooming practices), sex (including gender, gender identity, gender expression, transgender, pregnancy and breastfeeding), sexual orientation (including heterosexuality, homosexuality, and bisexuality), marital status, national origin, citizenship, service in the military or veteran status, ancestry, age, physical or mental disability, medical condition, or genetic characteristics or information, or any other basis protected by law. Ecole Bilingue will afford equal employment opportunity to all qualified applicants, employees, volunteers, and interns as to all terms and conditions of employment, including, without limitation, compensation, hiring, training, promotion, transfer, discipline, and termination.

PERSONAL INFORMATION

Name: (First, Middle, Last): _____

Address: _____

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

Telephone number: _____ E-mail: _____

Fax: _____

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

Have you been convicted of a criminal offense (felony or serious misdemeanor)? (No applicant will be denied employment automatically on the grounds of a criminal conviction, unless the conviction is for an offense that precludes employment at a school. Exclude sealed, dismissed or juvenile convictions, expunged or statutorily eradicated records, and misdemeanor convictions for which probation has been successfully completed or otherwise discharged and the case has been judicially dismissed pursuant to California Penal Code Section 1203.4. Also exclude non-felony marijuana-related convictions occurring two or more years ago.) Yes No

If yes, state nature of crime(s), when and where convicted, and disposition of the case(s):

(Note: Conviction will not necessarily disqualify an applicant)

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: _____

Name of your direct supervisor: _____

Reason for separation:

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

Type of Business: _____

Employer's Address: _____

Your Title: _____

Name of your direct supervisor: _____

Reason for separation:

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

Type of Business: _____

Employer's Address: _____

Your Title: _____

Name of your direct supervisor: _____

Reason for separation:

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

Type of Business: _____

Employer's Address: _____

Your Title: _____

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: _____

Was that person your direct supervisor? Yes No

If no, what was that person's title _____

Name: _____ Business phone: _____

Name of Business: _____

Was that person your direct supervisor? Yes No

If no, what was that person's title _____

Name: _____

Business phone: _____

Name of Business: _____

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, the Applicant shall be immediately disqualified from consideration for employment and/or discharged from employment in accordance with company policy.

The Applicant hereby grants permission to Ecole Bilingue to investigate the information contained in this application.. In the event that the Applicant is hired, he or 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 who have contact with minors) and may include a credit report for those who will have access to School funds. The Applicant understands and agrees with these investigation requirements.

Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien, or outstanding judgment) be conducted by internal personnel employed by , I am entitled to copies of any such public records obtained by the Ecole Bilingue unless I mark the check box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.

I waive receipt of a copy of any public record described in the paragraph above.

In addition, as a condition of employment, and as mandated by law, the School requires the completion of a pre-employment TB Risk Assessment to be administered by an independent medical facility selected by the School or the applicant's own doctor. Prior to assessment or testing, the Applicant agrees to sign the School's authorization forms wherein the Applicant will agree to submit to such assessment or, if necessary, testing and authorize the release of the results to the School.

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

Applicant's Full Name: _____

Applicant's Signature: _____

Date: _____

DISCLOSURE AND RELEASE OF INFORMATION

I, _____ (print name), hereby authorize Ecole Bilingue to thoroughly investigate my references, work record, education and other matters related to my suitability for employment. I authorize the investigation of all statements contained in the Employment Application Form (and accompanying resume, if any) and further authorize any person, school, current employer (except as expressly noted), past employer(s), and organizations named in the Employment Application Form (and accompanying resume, if any) to provide the School with records, information, and opinion that may be useful in making a hiring decision without giving me prior notice of such disclosure. I further authorize my former employers or their agents to answer whether they would rehire me.

In addition, I authorize my former employers to release the contents of and/or to provide a photocopy of my entire personnel file to Ecole Bilingue, if requested by Ecole Bilingue, including any documents sealed pursuant to any settlement agreement or stipulation, and all application information including questionnaires, interviews, and education transcripts. I further authorize the disclosure of all records to which, as an employee, I would have or did have access under Labor Code section 1198.5.

I have received a copy of this document and had adequate time to review it. I understand the meaning and purpose of this document.

This Disclosure and Release of Information will expire one (1) year after the date signed. A photocopy of this Disclosure and Release of Information is to be considered as valid as an original.

Signature

Date