

LEADERSHIP PUBLIC SCHOOLS EMPLOYMENT APPLICATION

2601 Mission Street, 9th Floor
San Francisco, CA 94110
Phone 415-695-0669 x214, Fax 415-651-9080, jobs@leadps.org

Leadership Public Schools is an equal opportunity employer and does not discriminate on the basis of race, color, religion, creed, sex, sexual orientation, marital status, age, national origin, ancestry, physical or mental disability, medical condition, or any other consideration made unlawful by federal, state, or local laws.

Personal Information (please print clearly)

First Name _____ Middle Name _____ Last Name _____

Street _____ City _____ State _____ Zip Code _____

Business Phone _____ Home Phone _____ Email _____

Position Applied For: _____ Social Security Number _____

Location/School: _____

Are you interested and/or available for:

Regular full-time work _____ Regular part-time work _____

Substitute teaching _____ Temporary work _____

Week-ends _____ Work overtime, if necessary _____

If hired, on what date can you start work? _____ Salary desired: _____

Have you ever applied to or worked for Leadership Public Schools before? Yes ___ No ___

If yes, when? _____

Do you have any friends or relatives working for Leadership Public Schools? Yes ___ No ___ If yes, state name (s) and relationship:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

If hired, would you have a reliable means of transportation to and from work? Yes ___ No ___

Are you at least 18 years old? Yes ___ No ___ (If under 18, hire is subject to verification that you are of minimum legal age.)

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country?

Yes ___ No ___

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation?

Yes ___ No ___

If no, describe the functions that cannot be performed.

(Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential job functions. Hire may be subject to passing medical examination, and to skill and agility tests.)

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)? (Convictions for marijuana-related offenses that are more than two years old need not be listed.) Yes ___ No ___

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

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the positions(s) applied for may, however, be considered.)

Are you currently employed? Yes ___ No ___ If so, may we contact your current employer? Yes ___ No ___

Education, Training and Experience

	City, State	# Years	Did you graduate	Degree/Diploma
High School				
College/University				
College/University				
College/University				
Vocation/Business				

Some of our families may not speak English. Do you speak, write, or understand any foreign languages? Yes ___ No ___

If yes, which languages? _____

Do you have any other experience, training, qualifications or skills which you feel make you especially suited for work at Leadership Public Schools? Yes ___ No ___ If so, please explain.

Why are you applying for a position at Leadership Public Schools?

For Teaching Positions:

Grade/Subject Matter Expertise _____

List all credentials held: *(Include type of credential held, state, date granted and expiration date).*

Have you passed California Basic Education Skills Test (CBEST)? Yes ___ No ___

Have you passed the CSET? Yes ___ No ___

Other relevant skills, knowledge and achievements _____

Has your teaching credential ever been revoked or suspended? Yes ___ No ___
 If so, please explain.

Employment History

Please **attach a detailed resume** or list below all present and past employment starting with your most recent employer. Account for all periods of unemployment. If additional space is needed, please answer on a separate sheet of paper.

Name of Employer _____

Address and Street _____

City _____ State _____ Zip _____

Telephone Number _____

Your Immediate Supervisor's Name _____ Title _____

Dates of Employment: From _____ to _____

Salary _____

Your Positions and Duties _____

Reason for Leaving _____

May we contact this employer for a reference? Yes ____ No ____

For Teaching Positions

Grade/Subjects Taught _____

District _____ Principal _____

Name of Employer _____

Address and Street _____

City _____ State _____ Zip _____

Telephone Number _____

Your Immediate Supervisor's Name _____ Title _____

Dates of Employment: From _____ to _____

Salary _____

Your Positions and Duties _____

Reason for Leaving _____

May we contact this employer for a reference? Yes ____ No ____

For Teaching Positions

Grade/Subjects Taught _____

District _____ Principal _____

Military Service

Have you obtained any special skills or abilities as the result of service in the military? Yes ____ No ____
If so, describe:

References

Please attach references or list below three persons not related to you who have knowledge of your work performance in the last 3 years.

Name _____
Telephone Number _____ Email: _____
City _____ State _____
Relationship/Occupation _____ Number of Years Acquainted _____

Name _____
Telephone Number _____ Email: _____
City _____ State _____
Relationship/Occupation _____ Number of Years Acquainted _____

Name _____
Telephone Number _____ Email: _____
City _____ State _____
Relationship/Occupation _____ Number of Years Acquainted _____

Please Read Carefully and Sign Below:

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery. Upon request, I agree to provide any further information that is relevant to my application for employment.

I hereby authorize the company to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports, and other information related to my work records, without giving me prior notice of such disclosure. I also understand and agree that all oral and written responses to Leadership Public School inquiries shall remain confidential and shall not be divulged to the applicant. In addition, I hereby release Leadership Public Schools, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

In any legal action or proceeding in which Leadership Public Schools is required to enforce the terms of this release, Leadership Public Schools shall be entitled to recover from the applicant all reasonable attorneys' fees, costs and expenses incurred therein if Leadership Public Schools is found to be the prevailing party of such action.

I understand that nothing contained in the application, or conveyed during any interview which may be granted, or during my employment, if hired, is intended to create an employment contract between me and Leadership Public Schools. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

Applicant's Signature _____ **Date** _____

Additional Information (Optional)

The following questions are for planning purposes only and will NOT affect your application for employment.

How did you hear about Leadership Public Schools?

- Friend currently employed by LPS Newspaper advertisement Website: _____ Flyer
- Friend with children at an LPS school Newspaper or magazine article Friend, no affiliation with LPS
- School District Other _____

What three factors are most important in your decision to apply for a job at Leadership Public Schools?

- Overall reputation Opportunity for career growth Professional development
- Opportunity to collaborate Overall vision Quality of academic program
- Good principal/teachers Smaller school/Smaller classes Other _____