

VISION CHARTER SCHOOL

Application for Classified Position
19291 Ward Road Caldwell, Idaho 83605
Phone 208-455-9220
www.visioncharter.net

Provide ALL information requested and return your completed application to the address above or to Wendy OldenKamp at wendyoldenkamp@visioncsd.org. Other required materials to be submitted with the completed application form are:

- 1.) Copies of high school &/or college transcripts
- 2.) Copy of High School Diploma/GED
- 3.) Two Letters of recommendation
- 4.) Resume'

Name _____ Date _____

Address _____

City and State _____ Zip Code _____

Phone _____ Cell Phone _____

E-mail _____ SSN _____

Position Applying for:

1. _____ 2. _____ 3. _____

High School Graduate _____yes _____no

GED _____yes _____no

Educational Training: (list most recent first)

College or University	Dates	Degree & Date Awarded	Major/Minor

- F. Have you ever been charged with or arrested for a crime involving criminal activity in drugs? ____Yes ___No
G. Have you ever been convicted of an offense other than a minor traffic violation? ____Yes ___No
(DUI and DWI are not minor and must be reported.) ____Yes ___No
H. Have you ever been arrested for a crime for which there has not yet been an acquittal or dismissal? ____Yes ___No

I hereby certify that the information herein is a true and complete statement of my personal and professional record to date, and I give my consent to individuals involved in the screening or selection process to review any and all materials pertaining to this application and/or my selection. I authorize Vision Charter to release information about my employment to other districts. Falsifying information or misleading statements are grounds for immediate dismissal regardless of when falsification is discovered.

I understand and acknowledge that employment with Vision Charter School is of an “at will” nature, which means that the Employee may resign at any time and the Employer may discharge the Employee at any time with or without cause. It is further understood that the nature of the “at will” employment may not be changed by an act unless such change is specifically acknowledged in writing by the Board of Trustees of Vision Charter.

The Immigration and Reform Act of 1986 requires that Vision verify that all new employees are eligible to work in the United States. Upon employment with Vision an individual will be required to provide appropriate documentation of both employment authorization and individual identity within the first three days of employment. This verification is a condition of employment. Vision Charter School is an equal opportunity employer/educator with a drug, alcohol and tobacco free environment.

Vision Charter School does not discriminate based on race, color, religion, sex, age, disability, national origin, financial ability, parental or marital status. Equal access to employment, services and programs is available to all persons. Those applicants requiring reasonable accommodations to the application and/or interview process should notify Vision through our website.

Fingerprinting- All classified applicants recommended for hire are expected to pay the \$40 fingerprint fee not to be reimbursed by Vision Charter School. Any offer of employment is contingent upon clearance for continued employment by the State Department of Education.

Credentials- Each applicant is expected to request his/her transcripts to be sent to Vision Charter when application is made. It is the candidate’s responsibility to submit any all documentation to support his/her candidacy for employment.

Printed Name _____ Signature _____ Date _____