Date:

Nam

BRUNSWICK SCHOOL DEPARTMENT

46 Federal Street Brunswick, Maine 04011-1995 Tel: 207-319-1900

APPLICATION FOR NON-TEACHING POSITION

THE BRUNSWICK SCHOOL DEPARTMENT DOES NOT DISCRIMINATE IN THE OPERATION OF ITS EDUCATIONAL AND EMPLOYMENT POLICIES

		Position app	olying for:	
Name		(Education Tec	hnician, Resource Assis	stant, Secretary, Clerk Typist)
Address		(Position Location) Your Phone		
EDUCATION: Starting with high so	hool, list any schools or o	colleges you have att	ended.	
School Attended	Address		No. of Yrs. Attended	Graduated/Degree
SPECIAL SKILLS:				
If you are an Educational Technician,	please circle level:	I	II	III
Are you authorized by the State of Ma		If so, please include		
To be completed by clerical applicants	s: Typing:	Yes	_No WP	M M
With what computers and software are	e you familiar?			
With what office machines are you far	miliar?			
What other special skills do you hold	that may be relevant to th	is position?		
	that may be relevant to th	is position?		
	employment starting with	the most recent job		necessary and account fo

Yes	No _ No _ No
Yes	_ No
Yes	_ No
Yes	_ No
Yes	_ No _
Yes	No _
Yes	No _
Yes	No _
Yes	No _
vith respect i crime is not	
	Yes

My signature below constitutes authorization to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local or federal agency. I further authorize those persons, agencies or entities that the Brunswick School Department contacts in connection with my employment application to fully provide the Brunswick School Department any information on the matters set forth above. I expressly waive in connection with any request for or provision of such information, any claims, including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against the Brunswick School Department, its agents and officials or against any provider of such information.

I understand that information submitted in and with this application may be disclosed to a screening and/or interviewing committee, which may include board members, administrators, other staff, and members of the community. I give my consent to this disclosure.

Please note: Employment cannot be finalized until the applicant has completed requirements for complete background checks and fingerprinting as required by Maine State statute.

Signature	Driver's License #
Date	
Application Check list: The completed employment applimaterials have been provided:	ication cannot be evaluated unless all of the following
Application form fully completed and s	igned
Copy of Ed Tech Authorization	
Resume	
Background Check	
Gaps in employment during the past ten	years explained
YES to any of the questions in the Back	eground section explained

Notice

Applications will remain active for a period of 12 months from date of receipt. All materials become the property of the Brunswick School Department. None will be returned. Any falsification of information or misleading information on this application shall be fully sufficient grounds to refuse to employ or, having been employed, shall be immediate cause for dismissal.

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