

MAINE SCHOOL ADMINISTRATIVE DISTRICT #46

DEXTER EXETER GARLAND RIPLEY

10 Spring Street, Dexter, ME 04930

Tel: (207) 924-5262 Fax: (207) 924-7660



Kevin T. Jordan
Superintendent of Schools

Judy Brown
Secretary

Sandra Padham
Administrative Assistant

Sandra Powers
Secretary

Date: _____

Position: _____

Maine School Administrative District No. 46 does not discriminate in the operation of its educational and employment policies and will honor all appropriate laws relative to discrimination.

PERSONAL INFORMATION

Name _____
Last First Middle

Address _____ Home Phone _____

Work Phone _____

Contact: Home [] Work []

City/Town State Zip

EDUCATION

School Attended	Address	Yrs. Attended	Graduate/Degree

EXPERIENCE: Please list all previous employment beginning with most recent job held:

From-To	Position	Responsibilities	Employer
/			
/			
/			

Do you hold a valid driver's license? YES [] NO [] State: _____
What special skills do you have or licenses do you hold that may be relevant to this position? _____

Have you had your fingerprints taken for the Criminal History Record Check as required by the Maine State Department of Education? Yes [] No []
If Yes, where _____ and when _____

To be completed by clerical applicants: Typing YES [] NO [] WPM _____
What office machines are you familiar with: _____

REFERENCES

List at least three (3) persons, two of whom are your most recent supervisors, who can comment on your ability and whom we may contact.

Name/Position	Address	Telephone
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BACKGROUND:

Have you ever been disciplined, discharged, or asked to resign from a prior position?
Yes [] No []

Have you ever resigned from a prior position? Yes [] No []

Have you ever been charged with or investigated for sexual abuse or harassment of another person? YES [] No []

Have you ever been charged with, pleaded guilty or "no contest" (nolo contendere) to any crime other than a minor traffic offense? Yes [] No []

Has any court ever deferred, filed or dismissed proceedings without a finding of guilty and required that you pay a fine, penalty or court costs and/or imposed a requirement as to your behavior or conduct for a period of time in connection with any crime (other than a minor traffic offense)? Yes [] No []

If you have answered "yes" to any of the previous questions, provide full details, including, with respect to court actions, the date, offense in question and the address of court involved. Use additional sheets if necessary. Conviction or other disposition of a crime is not necessarily an automatic bar of employment.

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 M.S.A.D. #46 contacts in connection with my employment application fully to provide M.S.A.D. #46 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 M.S.A.D. #46 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.

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

Signature

Date

NOTE: All application materials become the property of M.S.A.D.#46. None will be returned. Providing any false or misleading information on this application or in the application or employment screening process shall be fully sufficient grounds to refuse to employ the applicant or, if the applicant has been employed, to immediately dismiss the applicant/employee.

Social Security No: ___/___/___

Date of Birth: ___/___/___