



Classified Employee Application for Employment
AN EQUAL OPPORTUNITY EMPLOYER WITH AN ADOPTED AFFIRMATIVE ACTION POLICY

Human Resources Office
915 Fourth Street Northeast
Auburn, Washington 98002
PHONE: (253) 931-4916 FAX (253) 931-8006
Website: www.auburn.wednet.edu

Please Print Clearly

Name	Telephone	Social
_____	Number () _____	Security No.* _____

(Print name as it appears on your Social Security Card.)	Message	
	Number () _____	
	E-mail _____	

*Your social security number is not required at the time of application. It will be necessary to disclose it upon hiring for federal income tax, state retirement, and internal recordkeeping purposes.

Other names under which enrolled in school, employed, or known by to references given:

Current mailing address _____

Street	City	State	Zip Code
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The following are required for completion of the application process:

_____ Letter of application, typed or longhand
_____ Completed district application form (ink/typed)
_____ Resume
_____ Applicant Disclosure Form(s)

Highly
Qualified: Yes _____
No _____

AA Degree _____

72 + Credits _____

Para Pro Test _____

PLEASE CHECK THE KIND OF ASSIGNMENT YOU PREFER: _____ 10-month _____ 11-month _____ 12-month

Would you accept part-time work? _____

Would you accept substitute work? _____

P R E V I O U S E M P L O Y M E N T	If applicable, provide information from your past five (5) employers, starting with the most recent.					
	Employer		Dates	Position/Duties	Supervisor and Telephone Number	Reason for Leaving
	Present or Last Position	Name	From		Supervisor	
		Address	To		Work Telephone	
	Next Position	Name	From		Supervisor	
		Address	To		Work Telephone	
	Next Position	Name	From		Supervisor	
		Address	To		Work Telephone	
	Next Position	Name	From		Supervisor	
		Address	To		Work Telephone	
	Next Position	Name	From		Supervisor	
		Address	To		Work Telephone	
	Next Position	Name	From		Supervisor	
		Address	To		Work Telephone	

E D U C A T I O N	School and Address	Dates Attended	Major/Minor	Degree/Diploma Received
	High School:			
	College/University:			
	Business/Other:			

P E R S O N A L	Describe any condition which could result in irregular attendance or could inhibit your ability to perform satisfactorily the duties and responsibilities of the position for which you are applying:		
	Have you previously worked for the Auburn School District? _____		
	If yes, date and position held: _____		

R E F E R E N C E S	List the name of two (2) persons who can provide a character reference.			
	Name	Business Address	Daytime Telephone	Position Title
	1.			
	2.			

	Describe any special abilities, skills, experiences, volunteer work, and knowledge that you possess which you believe further qualifies you to perform the type of work for which you are applying. List all professional licenses or permits, including driver's license number.
	Driver's License Number:

Using a check mark, () indicate the skills you have acquired and/or experience(s) you have had.
NOTE: Para-educator applicants should complete both the office and para-educator check lists.

O C C U P A T I O N A L S K I L L S	OFFICE WORK			MAINTENANCE/GROUNDS			PARA-EDUCATORS					
	<input type="checkbox"/> Typing (W.P.M. _____)	<input type="checkbox"/> Plumbing	<input type="checkbox"/> Classroom Experience	Elem	<input type="checkbox"/> Mdl	<input type="checkbox"/> Sr.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Shorthand (W.P.M. _____)	<input type="checkbox"/> Heating/Air Conditioning	<input type="checkbox"/> Special Education	Elem	<input type="checkbox"/> Mdl	<input type="checkbox"/> Sr.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Speedwriting (W.P.M. _____)	<input type="checkbox"/> Painting	<input type="checkbox"/> _____ Handicapped	Elem	<input type="checkbox"/> Mdl	<input type="checkbox"/> Sr.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Word Processing, Types	<input type="checkbox"/> Carpentry	<input type="checkbox"/> _____ Self-contained	Elem	<input type="checkbox"/> Mdl	<input type="checkbox"/> Sr.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> _____	<input type="checkbox"/> Audio Visual Equipment	<input type="checkbox"/> _____ Resource Room	Elem	<input type="checkbox"/> Mdl	<input type="checkbox"/> Sr.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Computer, Types	<input type="checkbox"/> Electrician	<input type="checkbox"/> _____ ECE	<input type="checkbox"/>	<input type="checkbox"/> Mdl	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> _____	<input type="checkbox"/> Glazing	<input type="checkbox"/> Library	Elem	<input type="checkbox"/> Mdl	<input type="checkbox"/> Sr.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Dictating Machine	<input type="checkbox"/> Cabinet Making	<input type="checkbox"/> Office	Elem	<input type="checkbox"/> Mdl	<input type="checkbox"/> Sr.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> 10-key	<input type="checkbox"/> Roofing	<input type="checkbox"/> Playground	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Bookkeeping	<input type="checkbox"/> Welding	<input type="checkbox"/> Music/Performing Arts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> _____ General Ledger	<input type="checkbox"/> Masonry	<input type="checkbox"/> Title/LAP Kindergarten	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> _____ Accounts Receivable	<input type="checkbox"/> Landscaping	<input type="checkbox"/> Title/LAP Math	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> _____ Accounts Payable	<input type="checkbox"/> Nursery Work	<input type="checkbox"/> Title/LAP Reading	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> _____ Financial Statements	<input type="checkbox"/> Grounds Keeping	<input type="checkbox"/> Bus	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Copy Machines	<input type="checkbox"/> Lock Work	<input type="checkbox"/> Physical Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Other _____	<input type="checkbox"/> Fencing	<input type="checkbox"/> First Aid/CPR Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> _____	<input type="checkbox"/> Irrigation	<input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> _____	<input type="checkbox"/> Communications (i.e., telephones, intercoms, etc.)	<input type="checkbox"/> _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> _____	<input type="checkbox"/> Other _____	<input type="checkbox"/> _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FOOD SERVICE			TRANSPORTATION			CUSTODIAL			MISCELLANEOUS			
<input type="checkbox"/> Food Handler's Permit	<input type="checkbox"/> School Bus Driver	<input type="checkbox"/> Automatic Floor Machine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Cashiering	<input type="checkbox"/> State Certification	<input type="checkbox"/> Carpet Shampooers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Quantity Food Preparation	<input type="checkbox"/> Transit Operator	<input type="checkbox"/> Window Washing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Specialty	<input type="checkbox"/> Truck Driver	<input type="checkbox"/> Stripping/Rewaxing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Dishwashing Machine	<input type="checkbox"/> Truck/Bus Mechanic	<input type="checkbox"/> Office Cleaning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Food Supervision	<input type="checkbox"/> First Aid/CPR Training	<input type="checkbox"/> School Cleaning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____	<input type="checkbox"/> Supervision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> Boiler License	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/> (Grade _____)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/> (Expires _____)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/> Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/> _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

G This application form should be filled out as completely as possible.

E All applications will be considered active three years from date of most recent activity. Applications will be retained longer if extension is requested before date of expiration.

N

E

R Any falsification or omission herein shall be considered sufficient cause for dismissal.

A

L

Date

Signature of Applicant