

CHRISTIAN BROTHERS SCHOOL
Employment Application

Date of Application: _____

Applicant's Name: _____
Last First Middle

Social Security #: _____ Driver's License #: _____

First Name of Spouse (if married): _____

Other Names by which you have been known: _____

List the present address where you can be contacted:

_____ Street City State Zip Code

Telephone: _____ Alternative Telephone: _____

Email: _____ Best time to be contacted: _____

When are you available for an interview? _____

Personal Information

Status (Circle One): Single Married Separated Annulment Religious
Divorced-Single Divorced-Remarried

Number and Ages of Children: _____

Religion: _____ Do you actively practice your faith? _____

What is the name of your Catholic Church parish or non-Catholic church? _____

Are you a U.S. citizen? _____

Applying for (circle one): Full-time Part-Time

Applying for: Teacher Librarian Counselor Administration Other

Subject Area Preferences: _____
First Choice Second Choice

Extracurricular Preferences: _____
First Choice Second Choice

Employment History

Dates of Employment (begin w/ most recent)	Company Name and Address	<u>Supervisor's Name</u>	Base Rate of Pay <u>Upon Leaving</u>	Reason for <u>Leaving</u>
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When are you available for employment? _____

What is your anticipated salary for this position? _____

Briefly state your philosophy of education.

Volunteer Activities

<u>Organization</u>	<u>Duties</u>	<u>Dates</u>	<u>Contact</u>	<u>Phone Number</u>

References

<u>Name</u>	<u>Company/Title</u>	<u>Address</u>	<u>Phone Number</u>	<u>Known How Long?</u>
Professional				
Professional				
Personal				
Personal				

Legal History

Indicate YES or NO for the following questions.

For any "yes" answers, please attach a detailed explanation in writing.

_____ Have you ever been convicted or pled *nolo contendere* to a criminal offense or had a criminal offense expunged (felony or misdemeanor)? Answer yes if you have entered a plea agreement including a deferred sentence or deferred judgment arrangement in connection with a criminal case.

_____ Have you ever been found guilty of immoral conduct or dismissed from any teaching position for immoral or unprofessional conduct or for unfitness for service, or ever been the subject of a civil lawsuit involving sexual misconduct, violence, or injury involving adults or children?

_____ Do you have any disciplinary action or investigation pending by an employer, or other organization, professional association, or licensing body, for violence, sexual misconduct, or misconduct involving children?

_____ Have you ever been disciplined, dismissed, asked to leave or end your membership in any volunteer position or employment following allegation of sexual misconduct, physical aggression, verbal aggression, or other inappropriate behavior or conduct?

_____ Have you ever engaged in or been accused or convicted of child abuse, indecency with a child, violence involving a child, or injury to a child?

_____ Have you ever been the subject of a complaint or disciplinary proceeding against any professional license or professional affiliation held by you or been charged with a sexual offense relating to children or a crime of violence?

_____ Have you ever been discharged other than honorably from military service or been reported to any organization or registry for abuse, violence, or misconduct involving children or adults?

_____ Have you ever been suspended from, dismissed from, or asked to resign a teaching position?

Initial all statements below continued on next page, and sign and date the application form.

_____ I declare that all statements contained in this application are true and that any misrepresentation or omission is cause for rejection of my application, or dismissal from my ministry involvement.

_____ I understand that my references will be contacted and that various types of background checks including a criminal background check will be conducted. I authorize investigations of all statements contained in this application, and I further authorize Christian Brothers School to share all information contained herein with any

administrator of a New Orleans Archdiocese Catholic school who might be interested in considering me for employment.

_____ I authorize Christian Brothers School to request any and all employment records from any and all of my former employers for review as part of my application for prospective employment and/or to discuss my prior employment verbally with any representatives of my prior employers. In consideration of the acceptance of my application for employment, I hereby agree to release, defend, indemnify and hold harmless Christian Brothers School, its members, directors, officers, administrators, principals, teachers and/or employees and any former employer, their members, directors, officers, administrators, principals, teachers and/or employees from any and all claims, demands and/or causes of action arising from the sending, receipt and/or review of the aforementioned employment records and/or from any verbal discussion of my prior employment.

_____ I agree to observe all of your organization's guidelines and policies.

_____ I understand that I can withdraw from the application process at any time.

_____ I understand that Christian Brothers School has a **ZERO TOLERANCE FOR ABUSE** and takes all allegations of abuse seriously. I further understand that Christian Brothers School cooperates fully with the authorities to investigate all cases of alleged abuse. Abuse of students is grounds for immediate dismissal and possible criminal charges.

_____ I declare that I am not a pedophile or child molester and that I have not perpetrated physical abuse, sexual abuse, emotional abuse, or neglect against a child or an adult and that I have never been accused of these acts.

_____ I understand and agree that false statements or omissions or misrepresentations of material fact regarding past conduct or my present situation may be grounds for denial of the application to provide employment or volunteer services and that refusal to inform Christian Brothers School of the contents of a sealed criminal record will result in automatic denial of this application.

_____ Christian Brothers School does not discriminate against applicants or employees by reason of race, age, sex, handicap, or national origin. This non-discriminating policy applies to hiring, training, salaries, promotions, and working conditions.

_____ I have read and understand all of the above statements.

Signature of Applicant

Date