

# Application for Employment

St. Anne's Episcopal School

2701 South York Street  
Denver, Colorado 80210  
(303) 756-9481

Applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, sexual orientation, or the presence of a non-job-related medical condition or handicap.

(PLEASE PRINT)

Date of Application \_\_\_\_\_

Position(s) Applied for \_\_\_\_\_

Referral Source: \_\_\_\_\_ Advertisement \_\_\_\_\_ Friend \_\_\_\_\_ Relative \_\_\_\_\_ Walk-in  
\_\_\_\_\_ Employment Agency Other \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Number Street City State Zip Code

Telephone (\_\_\_\_\_) \_\_\_\_\_ Social Security Number \_\_\_\_\_  
Area Code

Driver's License Number \_\_\_\_\_

Have you filed an application here before?  Yes  No If yes, give date \_\_\_\_\_

Have you ever been employed here before?  Yes  No If yes, give date \_\_\_\_\_

Are you employed now?  Yes  No May we contact your present employer?  Yes  No

On what date would you be available for work? \_\_\_\_\_

Are you available to work Full Time \_\_\_\_\_ Part-Time \_\_\_\_\_ Substitute \_\_\_\_\_

List professional, trade, business or civic activities and offices held.  
(You may exclude those which indicate race, color, religion, sex or national origin.)

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Give name, address and telephone number of three references who are not related to you and are not previous employers.

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Indicate languages you speak, read and/or write.

	FLUENT	GOOD	FAIR
SPEAK			
READ			
WRITE			

## Employment Experience

Start with your present or last job. Include military service assignments and volunteer activities. Exclude organization names which indicate race, color, religion, sex or national origin.

Employer	Telephone ( )	<u>Dates Employed</u> From To		Work Performed
Address				
Job Title	<u>Hourly Rate/Salary</u> Starting Final			
Supervisor				
Reason for Leaving				
Employer	Telephone ( )	<u>Dates Employed</u> From To		Work Performed
Address				
Job Title	<u>Hourly Rate/Salary</u> Starting Final			
Supervisor				
Reason for Leaving				
Employer	Telephone ( )	<u>Dates Employed</u> From To		Work Performed
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Address				
Job Title	<u>Hourly Rate/Salary</u> Starting Final			
Supervisor				
Reason for Leaving				

# Education

	Elementary	High	College/University	Graduate/ Professional
School Name				
Years completed: (Circle)	4 5 6 7 8	9 10 11 12	1 2 3 4	1 2 3 4
<u>Diploma/Degree</u>				
Describe course of study:				
Describe specialized training, apprenticeship, skills, and extra-curricular activities				

Honors Received:

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State any additional information you feel may be helpful to us in considering your application.

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## Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not and is not intended to be a contract of employment.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Company.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

St. Anne's Episcopal School hires faculty/staff of any race, religion, sex, and national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available at the School. It does not discriminate on the basis of race, color, religion, gender, sexual orientation, disability, or national and ethnic origin in administration of its employment policies or athletic and other school-administered programs.