



Wishkah Valley School District # 117

4640 Wishkah Road, Aberdeen, Washington 98520 (360) 532-3128

Dennis Johnson, Superintendent of Schools

Welcome to Wishkah Valley School District. Please fill out the attached application form and return to the District Office (located next to the school building on the right). If this office is closed, please give to the main office secretary, Gwen Hamilton at the front desk in the school and ask her to place it in the Business Manager's mail box.

Please be sure to include a copy of:

1. Current driver's license

and any other information, such as a

1. Resume
2. Educational certificates
3. College Transcripts
4. Letters of Reference
5. Or other information you would like to provide to demonstrate your qualifications for this position.

Once the application is returned, it will be reviewed and decision will be made regarding an interview with you.

If you have any questions please feel free to contact the administration office for assistance.

Thank you for expressing an interest in Wishkah Valley School District.

Sandra Sundling

Business Manager

Wishkah Valley School District

360-532-3128 ex. 1130

Wishkah Valley School District

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Application for Classified Positions (revised 11/24/2016)

For Office Use Only:

Application submitted: _____

Application Reviewed: _____

Interview Date: _____

Position: _____

PERSONAL

Name: _____

Address: _____

Phone: (Work) _____ (Home or Cell) _____

Email: _____

Position Applying For: _____

EXPERIENCE-List the most recent employment first and work back consecutively.

<u>Employer</u>	<u>Supervisor & Phone #</u>	<u>Dates</u>	<u>Position</u>	<u>Duties</u>
		to		
		to		
		to		
		to		
		to		
		to		

EDUCATION AND TRAINING

<u>Name of School</u>	<u>Dates</u>	<u>Years Completed</u>	<u>Certificate/Diploma</u>	<u>Other Certificates</u>
	to			
	to			
	to			
	to			

REFERENCES-Please list five (5) people who have first-hand knowledge of your work performance. As least one must be from your most recent employer.

<u>Name of Official Person</u>	<u>Present Address/Location</u>	<u>Phone and email if available</u>

GENERAL QUESTIONS-In your own handwriting, please answer the following question.

1. **Why do you want to work in the Wishkah Valley School District?**

APPLICANT DISCLOSURE FORM (Pursuant to Chapter 43.43 RCW)

Answer YES or NO to each listed item. If the answer is YES to any item, explain in the area provided; indicate the charge or finding, the date, and the court(s) involved. If you do not understand the following questions or if you are uncertain as to your answer to these questions, then do not complete this form until such time as you are certain as to your response.

1. Have you ever been convicted of any crimes against persons as defined in Section 43.43 RCW and listed as follows: Aggravated murder; first or second degree murder; first or second degree kidnapping; first, second, or third degree assault; first, second, or third degree assault of a child; first or second degree rape; first, second or third degree rape of a child; first or second degree robbery; first degree arson; first degree burglary; first or second degree manslaughter; first or second degree extortion; indecent liberties; incest; vehicular homicide; first degree promoting prostitution; communication with a minor; unlawful imprisonment; simple degree criminal mistreatment; child abuse or neglect as defined in RCW 26.44.020; first or second degree custodial interference; malicious harassment; first, second or third degree child molestation; first or second degree sexual misconduct with a minor; patronizing a juvenile prostitute; child abandonment; promoting pornography; selling or distributing erotic material to a minor; custodial assault; violation of child abuse restraining order; child buying or selling; prostitution; felony indecent exposure; or any of these crimes as they may be renamed in the future? Yes No. If yes, explain:

2. Have you been convicted of crimes relating to financial exploitation if the victim was a vulnerable adult as defined in Chapter 43.43.830(6) RCW amended, and listed as follows: first, second, or third degree theft; first or second degree robbery; forgery; or any of these crimes as they may be renamed in the future? Yes No. If yes, explain:

3. Have you ever been found in any dependency action under RCW 13.34.040 to have sexually assaulted or exploited any minor or to have physically abused any minor? Yes No. If yes, explain:

4. Have you ever been found by a court in a domestic relations proceeding under Title 26 RCW to have sexually assaulted or exploited any minor or to have physically abused any minor? Yes No. If yes, explain:

5. Have you ever been found in any disciplinary board final decision to have sexually or physically abused any minor or developmentally disabled person or to have abused or financially exploited any vulnerable adult? Yes No. If yes, explain:

6. Have you ever been found by a court in a protection proceeding under Chapter 74.34 RCW to have abused or financially exploited a vulnerable adult? Yes No. If yes, explain:

7. Have you ever been convicted, fined, imprisoned or placed on probation of any crime for any violation of any law (excluding minor traffic violations)? For the purposes of this question, the term "convicted" means and includes: (1) all instances in which a plea of guilty or nolo contendere is the basis for the conviction and (2) all proceedings in which a charge has been deferred from prosecution or the sentence has been suspended or deferred. A conviction does not necessarily exclude you from employment. Yes No. If yes, explain:

8. Are you now the subject of a complaint made to the Office of the Superintendent of Public Instruction (OSPI) which asks OSPI to investigate whether or not you have committed an act of unprofessional conduct, as defined in WAC 180-187, or whether you are of good moral character and personal fitness as defined in WAC 180-75-081? Yes No. If yes, explain:

Pursuant to RCW 9A.72.085, I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct. I authorize the Wishkah Valley School District No. 117 to inquire of former employers, supervisors, peers and references and to obtain any and all information regarding my job related background. I release and discharge the Wishkah Valley School District No. 117 and its agents, and all individuals inquired of as a result of this application from any and all liability in obtaining or disclosing such information. I agree that if I have provided false, misleading or incomplete information, the District may, at its sole discretion, without notice or due process procedures, terminate my employment. If such action is taken by the District, it is agreed that any employment contract deemed to exist shall be void from its inception.

Name (please print) _____ Signature _____ Date _____

NONDISCRIMINATION POLICY

An Equal Opportunity Employer: Discrimination against all individuals, including disabled veterans and veterans of the Vietnam era, regardless of race, sex, color, religion, natural origin or physical or mental handicap is prohibited. The age Discrimination in Employment Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 but less than 65 years of age. If you believe you have been discriminated against, you may notify the Equal Employment Opportunity Commission, the Federal Communications Commission, the Employment Standards Administration or other appropriate federal or state agencies.

Wishkah Valley School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination: Dennis Johnson, Wishkah Valley School, 4640 Wishkah Road, Aberdeen, WA 98520, (360)532-3128 ext. 1110.

If you require accommodation to complete the application, testing, or interview process, please contact Dennis Johnson, ADA compliance officer, at 4640 Wishkah Road, Aberdeen, Washington, 98520. (360)532-3128.