

APPLICATION FOR EMPLOYMENT COLLEGE TUTOR

(Must be a college student)

GARDEN GROVE UNIFIED SCHOOL DISTRICT - OFFICE OF PERSONNEL SERVICES
10331 Stanford Avenue, Garden Grove, CA 92840-6353
(714) 663-6000
www.ggusd.us

LIST THE SUBJECTS FOR WHICH YOU WISH TO TUTOR:	REFERRED BY:
LIST PREFERRED WORK LOCATION(S), IF ANY:	LIST DAYS/HOURS YOU ARE AVAILABLE TO WORK:

INSTRUCTIONS: This application is part of the selection process and is part of your total evaluation for employment with the Garden Grove Unified School District. Answer all questions completely and accurately. All statements are subject to verification. Make sure you sign all pages of the application form.

NAME: (LAST)	(FIRST)	(MIDDLE)	S.S. # (Last 5 digits) XXX-X - ____
PRESENT ADDRESS: (STREET NUMBER – STREET NAME – APT. #)		HOME PHONE <small>AREA</small> () -	CELL PHONE (Optional) <small>AREA</small> () -
(CITY)	(STATE)	(ZIP CODE)	E-MAIL ADDRESS

Are any of your relatives employed by the Garden Grove Unified School District? If yes, complete information to the right.	<input type="checkbox"/> YES <input type="checkbox"/> NO	Name(s) _____ Relationship _____
Have you ever been employed by the Garden Grove Unified School District? If yes, complete the information to the right.	<input type="checkbox"/> YES <input type="checkbox"/> NO	Classification: Status: Regular: <input type="checkbox"/> Temporary: <input type="checkbox"/> From: / To:
Have you ever been discharged or forced to resign from any position because of misconduct or unsatisfactory service? If yes, complete the information to the right.	<input type="checkbox"/> YES <input type="checkbox"/> NO	Employer's Name: Position Title: Employment Date: From: / To: / Reason For Discharge:

List software applications in which you are proficient: _____

License, registration, certificates of professional competence relative to the position for which you are applying:	If you are offered employment, can you provide proof of your right to legally work in this country? <input type="checkbox"/> YES <input type="checkbox"/> NO
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List equipment or machines you are able to operate relative to the position for which you are applying:	FOREIGN LANGUAGE(S): (Other than English) _____ (Required for some positions) <input type="checkbox"/> Speak <input type="checkbox"/> Read <input type="checkbox"/> Write
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CONVICTIONS: In accordance with the Education Code, Garden Grove Unified School District will require fingerprinting prior to employment. The fingerprints are sent to the Bureau of Criminal Identification for processing. While the existence of a criminal record does not automatically bar you from employment, your failure to disclose ALL CONVICTIONS, both felonies and misdemeanors, (including traffic violations if they result in the issuance of a warrant, and conviction of drunk or reckless driving offenses), is cause for disqualification or dismissal. Some sex and drug-related offenses will, by Education Code statutes, prohibit your employment. In order to ensure the privacy of your conviction history, you are required to disclose this information on the back of the CONFIDENTIAL DATA FORM, which is kept separate from your application. You must complete your conviction history in full. Failure to complete this information will automatically disqualify your application. Failure to disclose all convictions will result in your dismissal, if hired. **Your signature in this space indicates you have read and understand fully your responsibility to completely disclose your conviction history.**

Signature of Applicant: _____

FOR OFFICE STAFF ONLY

Screening Date: _____

Overall Rating: 1____ 2____ 3____ 4____

Interviewer Name(s) and Work Site(s): _____

School(s) Requesting Tutor: _____

** AN EQUAL OPPORTUNITY EMPLOYER **

