



For Office Use Only	
Interviewed by	_____
Interview Date	_____
References Requested	_____
Credentials Requested	_____
References/Credentials Received	_____

STEEL VALLEY SCHOOL DISTRICT
Administration Offices
East Oliver Road
Munhall, PA 15120

PLEASE PRINT ALL INFORMATION

Date of Application _____

Type of employment desired _____ Full-time _____ Part-time _____ Substitute _____

Application for the position of _____

Applicant's Name _____
Last First M.I.

Social Security Number _____ - _____ - _____

Current Address _____ Years? _____ Phone _____

Permanent Address _____ Years? _____ Phone _____

Were you ever employed by any school entity within PA prior to July 1, 1994? Yes _____ No _____

EDUCATION (All applicants must complete)						
Name & Address of School	No. Years	Semester Hours	Degree or Diploma	Major Subjects	Minor Subjects	Grade Average
High School						
College/University						
Graduate Work						
Other						

Military Service/Branch of _____ Duty Period _____ Rank _____

Honorable Discharge _____ if not, why _____

Are you currently in active reserves? _____ Which? _____

Do you require time off for summer camp in active reserves? _____ If so, how long _____

EXPERIENCE

(List last or current position first and continue listing chronologically to the first position held.)

Dates of Employment FROM TO Month/Year Month/Year	Name & Address of Organization	Position/Duties	Last Yearly Earnings or Hourly Rate	Reason for Leaving

SKILLS

Shorthand (wpm) _____ Typing (wpm) _____

Office Machines/Type _____ Years _____

Computer Operator/Type of Equipment _____ Years _____

Computer Languages/List _____ Years _____

Equipment-Machinery/List (Lathes, Welders, Highlift) _____ Years _____

Skills related to work applied for: _____

Certificates held in any skill: _____

PERSONAL INFORMATION *(All applicants must complete)*

Have you ever been convicted of a criminal offense? _____ If yes, when? _____

In what state or country? _____

Have you ever been investigated by a child protective agency? _____

Have you ever been found guilty of child abuse by any court, in addition to a criminal court? _____

Do you have any physical or mental conditions that would prevent you from performing the essential job duties of the position for which you are applying? _____ If yes, explain: _____

REFERENCES

Please list the names and addresses of three (3) persons other than relatives who can testify as to your work experience.

Name: _____

Address: _____

Occupation: _____

Telephone: _____

Name: _____

Address: _____

Occupation: _____

Telephone: _____

Name: _____

Address: _____

Occupation: _____

Telephone: _____

Please complete the authorization for release of information included at the end of this application form.

I certify all statements and information contained in this application to be true and accurate to the best of my knowledge, and I agree that statements found not to be true may be cause for dismissal from the district should I become an employee of the district.

Applicant's Signature

Date

The School District of Steel Valley is an Equal Opportunity Employer in conformance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, as amended.

STEEL VALLEY SCHOOL DISTRICT

Administration Offices
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Authorization for Release of Information

NAME

(Last, First, Middle and Maiden Name)

ADDRESS

To Whom It May Concern:

Since reference checks are a prerequisite for employment consideration with the Steel Valley School District, I hereby authorize you to release all information, transcripts, evaluations, etc., pertaining to me, which are requested by the personnel department of Steel Valley School District.

May we contact your present employer? YES _____ NO _____

Applicant's Signature

Date

The following is required by law after January 1, 1986. No applications will be processed without the required processing fee as mandated by the State Police for such record searches.

I also understand that in order to be considered for employment with the Steel Valley School District, I must apply through the state Police and pay the required fee fro the form titled, **Request for Criminal History Record Information**, which after being returned to the applicant should be presented to the Business Office for copying.

I further understand that the Steel Valley School District will notify me, in writing, if the decision not to hire me is based in whole or in part on criminal history record information, as required by the Crimes Code.

Applicant's Signature

Date

It is further understood that in order to be considered for employment with the Steel Valley School District, my records will be searched through the Child Abuse Center in addition to the State Police registers. I hereby authorize those record searches.

Applicant's Signature

Date