

**EAST PENN SCHOOL DISTRICT  
APPLICATION FOR EMPLOYMENT**

**Summer Facilities**

*Please type or use black ink when completing this application.*

Date \_\_\_\_\_ Telephone Number (\_\_\_\_\_) \_\_\_\_\_

Name \_\_\_\_\_ Email Address \_\_\_\_\_

Present Address \_\_\_\_\_  
*Street*
*City*
*State*
*Zip Code*

Did you work for the Facilities Department last summer?  If "Yes", which building:	<input type="checkbox"/> YES <input type="checkbox"/> NO
Are you currently a full-time student?  If "Yes", name of School Attending: _____  And, which year of schooling are you completing this term? High School: <input type="checkbox"/> Soph. <input type="checkbox"/> Jr. <input type="checkbox"/> Sr.    College: <input type="checkbox"/> Fresh. <input type="checkbox"/> Soph. <input type="checkbox"/> Jr. <input type="checkbox"/> Sr.	<input type="checkbox"/> YES <input type="checkbox"/> NO
Are you returning to full-time schooling in the fall?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Will you be at least 16 years of age at the end of this school term?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Are you eligible to work in the United States?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Do you have a valid Pennsylvania Drivers' License?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Are you a relative of any employee of the EPSD or its Board of Directors?  If "Yes", explain:	<input type="checkbox"/> YES <input type="checkbox"/> NO
Would you have any transportation problems or limitations which would interfere with regular and punctual arrival on the job regardless of the location of the assignment within the school district?  If "Yes", explain:	<input type="checkbox"/> YES <input type="checkbox"/> NO
Have you, in the past seven years, been convicted of any crime, including misdemeanors, which would be related to your qualifications for this position and/or to working in a position of sensitivity and trust?  If "Yes", explain:	<input type="checkbox"/> YES <input type="checkbox"/> NO
What is your ability level and experience in the following areas (use examples if necessary):  Routine building facilities tasks:   Industrial/Institutional housekeeping functions:	
The Summer Facilities position requires the ability to perform the following essential functions: high reaching, climbing ladders, bending, lifting items up to 50 lbs, crawling, carrying items up to 50 lbs, scrubbing, cleaning, weeding, operating push mower and string trimmer and moving heavy furniture.	
Are you able to satisfy these requirements?	<input type="checkbox"/> YES <input type="checkbox"/> NO

**EMPLOYMENT HISTORY (List most recent employer first)**

Start Date	End Date	Name of Employer	Position / Title	Reason for Leaving
List main responsibilities		Address of Employer	Name & Title of Supervisor	Final Salary
Start Date	End Date	Name of Employer	Position / Title	Reason for Leaving
List main responsibilities		Address of Employer	Name & Title of Supervisor	Final Salary
Start Date	End Date	Name of Employer	Position / Title	Reason for Leaving
List main responsibilities		Address of Employer	Name & Title of Supervisor	Final Salary

**Other References**

Name	Relationship to Applicant	Number of years known	Phone Number

May we contact the employers and references listed above? \_\_\_\_\_ If not, indicate those not to be contacted by bracketing their names.

Candidates may be required to take skills tests, to write a brief statement describing their skills, experiences or other qualifications and/or to otherwise demonstrate competency in necessary job-related skills.

I certify to the truthfulness of the information provided in this application. I understand that any misrepresentations about any information on this application will be cause for my dismissal at any time. I authorize EPSD Human Resources to examine my background including prior work history. I waive the right to sue any person who provides good faith information to the EPSD as a result of the reference request.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*Completed applications may be returned to: Human Resources, East Penn School District, 800 Pine Street, Emmaus, PA 18049.*

*The East Penn School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex and handicap in its activities, programs or employment practices as required by Title VI, Title IX, and Section 504. For information regarding 1) civil rights, 2) grievance procedures or 3) services, activities, and facilities that are accessible to and useable by handicapped persons, contact Human Resources – (610) 966-8377, 800 Pine Street, Emmaus, PA 18049.*