

**Employment Application****The Charlottesville Waldorf School**

Name:	Position for which you are applying:
Address:	

City, State, Zip:	Phone:
	Email:

**Please list each of the jobs you have held in the last ten years and explain any gaps in employment. Use additional sheets if necessary. Explain your job duties in enough detail to allow us to understand what you actually did in each job. You must complete this application even if you attach a resume. If you need help completing this application, please ask a member of the Hiring Committee.**

Title:	Job Duties
Employer:	
Address:	
Starting date:	
Ending date:	

Reason for Leaving:

May we contact this employer?    Yes/No

Title:	Job Duties
Employer:	
Address:	
Starting date:	
Ending date:	

Reason for Leaving:

May we contact this employer?    Yes/No

Title:	Job Duties
Employer:	
Address:	
Starting date:	
Ending date:	

Reason for Leaving:

May we contact this employer?    Yes/No

Title:	Job Duties
Employer:	
Address:	
Starting date:	
Ending date:	

Reason for Leaving:

May we contact this employer?    Yes/No

Title:	Job Duties
Employer:	
Address:	
Starting date:	
Ending date:	

Reason for Leaving:

May we contact this employer?    Yes/No

Education	School Name	Graduated	Principle Course of Study
High School		Yes No	
College		Yes No	
College		Yes No	
College		Yes No	
Post Graduate		Yes No	
Other		Yes No	

Are you authorized to work lawfully in the United States for the Charlottesville Waldorf School? Yes No

Use this space to provide us with any other job related information that we should know about you to help us consider your qualifications for this position? (Please exclude personal information).

**References:** List below three persons not related to you, who have known you for at least one year and are familiar with your work with children. Supervisors or staff who have evaluated you are preferred.

Name Position	Address	Phone	Years Acquainted
1.			
2.			
3.			

**IMPORTANT:** Thank you for your interest in employment with The Charlottesville Waldorf School. The Charlottesville Waldorf School is an equal opportunity employer. We comply with all federal, state, and/or local laws that prohibit discrimination on the basis of race, sex, religion, color, age, national origin, disability, medical condition, marital status, veteran status or other such categories. Information used in this application will not be used to discriminate against any individual in any manner. If an offer of employment is made, a Form I-9, Employment Eligibility Verification, must be completed at the start of employment. You will also need to meet legal and licensing requirements. Employment is contingent upon the successful completion of these requirements. If you become an employee of the Charlottesville Waldorf School, it is understood and agreed that your employment is on an "at-will" basis and may be terminated with or without cause, with or without notice, at any time, at the option of the school or yourself.

**Acknowledgment:** I hereby certify that the information contained on or submitted with this application is true and accurate. I authorize the Charlottesville Waldorf School to contact my schools or former employers, except those I have indicated, for a complete account of their experiences with me and I do unconditionally release all parties from liability for any damage that may result from furnishing this information to you. I understand that if employed, any misrepresentation or material omission of facts on this application form or other employment documentation is sufficient cause for my termination.

*I have read, acknowledge, understood and agreed to the above statements.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_