



# Salmon River Joint School District 243

133 North Main  
 P.O. Box 50  
 Riggins, ID 83549  
 (208)628-3143  
 Fax (208)628-3380

## Application for Non-Certified Position:

*Please complete Sections B-D if information is not included on accompanying résumé.*

Section A Application Information					
Name:					
	<i>Last</i>		<i>First</i>		<i>M.I.</i>
Date of Application:	Home Telephone:	Mobile Telephone:		Email:	
Address:	City:		State:	Zip Code:	
Position(s) for which you are applying:			Location of Opening(s): <i>(school, building, etc.)</i>		
Have you ever been convicted, pled guilty, or received a withheld judgment for a felony offense? If yes, please explain.					
<input type="checkbox"/> Yes <input type="checkbox"/> No					
How did you learn of the position for which you are applying?					
<input type="checkbox"/> Newspaper Ad	<input type="checkbox"/> Internet	<input type="checkbox"/> Job Service	<input type="checkbox"/> IASA	<input type="checkbox"/> College Bulletin	<input type="checkbox"/> Other _____

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<b>Section B Education</b>						
Please list in order of attendance: <i>(If more space is needed, please use a separate sheet)</i>						
College and/or University	Location	Dates Inclusive	Degree Earned	Date of Degree	Major and Credit Hours	Minor and Credit Hours

<b>Section C Relevant Employment History (Include Volunteer and/or Extra-Curricular Activities)</b>					
Please list in order of most recent experience: <i>(If more space is needed, please use a separate sheet)</i>					
Employer Name	Address	Superintendent or Supervisor	Telephone and/or email	Dates of Employment (From/To)	Position Held

<b>Section D Professional References</b>			
List at least three people, not related to you, who can recommend you for this position			
Name	Contact Information	Relationship	Years Known

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Employment will be based on the following procedures, unless otherwise noted on the vacancy listing:

- Preliminary screening of applicants will be based on ability to meet job description requirements as evidenced by completed application, placement files, and transcripts. Along with items listed on this form, other supportive materials may be submitted by the applicant.
- Additional data will be requested from the candidate or from references after step one, such as, letters of recommendation and other documents as determined by the district office and/or hiring committee.
- Finalists will be required to attend a personal interview within the district.
- A recommendation for employment will be submitted to the JSD243 Board of Trustees.
- Notice of employment will be sent to the appropriate candidate.
- It is the candidate's responsibility to check on employment status.

*Salmon River Joint School District 243 is an equal opportunity employer. Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, disability, or veteran status. If you need assistance or accommodation during the application process because of a disability, it is available on request by contacting the district office at (208) 628-3431. The district is pleased to provide such assistance, and no applicant will be penalized as a result of such a request.*

**I hereby certify that the information herein and accompanying this application is true and accurate to the best of my knowledge.**

\_\_\_\_\_  
*Printed Name of Applicant*

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Date*