

PROFESSIONAL REFERENCES
PLEASE LIST THREE REFERENCES

REFERENCE NAME _____ PHONE _____

ADDRESS _____
NUMBER AND STREET CITY STATE ZIP CODE

RELATIONSHIP _____ YEARS KNOWN _____

REFERENCE NAME _____ PHONE _____

ADDRESS _____
NUMBER AND STREET CITY STATE ZIP CODE

RELATIONSHIP _____ YEARS KNOWN _____

REFERENCE NAME _____ PHONE _____

ADDRESS _____
NUMBER AND STREET CITY STATE ZIP CODE

RELATIONSHIP _____ YEARS KNOWN _____

SUPPLEMENTARY DATA

ADDITIONAL INFORMATION

HAVE YOU WORKED FOR THE DEL MAR UNION SCHOOL DISTRICT BEFORE? YES NO IF YES, WHEN? _____

DO YOU HAVE RELATIVES OR FRIENDS WORKING FOR THE DEL MAR UNION SCHOOL DISTRICT? YES NO IF YES, WHAT ARE THEIR NAMES? _____

ARE YOU A MEMBER OF A PUBLIC AGENCY RETIREMENT SYSTEM IN CALIFORNIA? (P.E.R.S. or S.T.R.S.) YES NO

Education Code Section 45123 Prohibits the District from hiring or retaining any person who has been convicted of certain sex offenses or certain controlled substance offenses.

HAVE YOU EVER BEEN CONVICTED OF ANY CRIME? YES NO
IF YES, PLEASE EXPLAIN _____

(A "YES" ANSWER WILL NOT AUTOMATICALLY DISQUALIFY YOU FROM CONSIDERATION.)

HAVE YOU EVER BEEN ARRESTED FOR ANY OFFENSE FOR WHICH YOU ARE NOW OUT ON BAIL OR YOUR OWN RECOGNIZANCE PENDING TRAIL? YES NO

California Labor Code, sec. 432.7

Convicted of a crime, as used in this question, does not refer to any conviction such as a juvenile offense for which the record has been judicially order sealed. Nor does it refer to any misdemeanor marijuana-related conviction, which is over two years old, unless it occurred on school grounds.

Prior to employment, are you willing to swear allegiance to the United States and the State of California? YES NO

If offered employment, you will be requires to submit verification of your legal right to work in the United States.

Any offer of employment will be contingent on passing medical examination requirements that will include a drug screening. (Education Code 45122)

All employees shall provide proof of having been checked and found free of active tuberculosis before beginning employment. (Education Code 49406)

Any offer of employment will be contingent of criminal backgrounds checks, including a fingerprint check. (Education Code 45125)

I CERTIFY THAT I HAVE REVIEWED THIS APPLICATION FOR EMPLOYMENT AND THAT ALL THE INFORMATION PROVIDED BY ME ON THIS APPLICATION, THE CONTENTS OF DOCUMENTS PROVIDED BY ME, AND ALL STATEMENTS WHICH I HAVE MADE IN ANY INTERVIEW CONNECTED WITH THIS APPLICATION, ARE TRUE AND COMPLETE. I UNDERSTAND THAT GIVING FALSE OR INCOMPLETE INFORMATION MAY BE REASON FOR NON-SELECTION OR NON-EMPLOYMENT OR MAY BE CAUSE FOR DISMISSAL OR SUSPENSION. I AUTHORIZE AGENTS OF THE DEL MAR UNION SCHOOL DISTRICT TO INVESTIGATE AND VERIFY ANY AND ALL STATEMENTS MADE ON THIS APPLICATION, INCLUDING CONTACTING ANY PREVIOUS EMPLOYERS AND THE REFERENCES PROVIDED BY ME. I AUTHORIZE THE INDIVIDUALS LISTED AS REFERENCES HEREIN AND THE AGENTS OR EMPLOYEES OF MY FORMER EMPLOYERS TO ANSWER ANY INQUIRY RELEVANT TO MY APPLICATION. I HEREBY RELEASE THE FOREGOING INDIVIDUALS FROM ANY AND ALL LIABILITY FOR RESPONDING TO SUCH INQUIRIES. I UNDERSTAND THAT THIS APPLICATION IS NEITHER A CONTRACT NOR AN OFFER OF EMPLOYMENT. I FURTHER UNDERSTAND THAT IF OFFERED EMPLOYMENT, I MUST AGREE TO THE STIPLUATIONS STATED ABOVE.

Please complete all portions of this application. Resume must be attached and does not take place of this application. Please do not attach a picture or any additional information other than certificates required for employment of certain positions.

For your application to be complete you must **submit three letters of recommendation**. All qualified applicants will be contacted by phone.

Signature of Applicant

Date

This questionnaire **MUST** be completed by all applicants

**DEL MAR UNION SCHOOL DISTRICT
225 NINTH STREET
DEL MAR, CA 92014-2716**

QUESTIONNAIRE FOR ASSISTANT SUPERINTENDENT, HUMAN RESOURCES

NAME: _____ DATE _____

POSITION SOUGHT: Assistant Superintendent, Human Resources

Please answer the following questions on a separate sheet of paper.

1. Briefly describe three recent professional books/periodicals, giving titles and authors, which have influenced your educational philosophy and practices.
2. Describe successful innovative instructional and/or curriculum practices that would assist you in assessing teacher performance.
3. Describe your training and experience in the discipline of classified and certificated employees.
4. Describe your experience with employee benefits including worker's compensation, unemployment and comprehensive fringe benefit packages.
5. How would you set up an ongoing assessment procedure to determine the overall effectiveness of the Human Resources department?

PRIOR TO EMPLOYMENT ARE YOU WILLING TO:

Swear or affirm to the United States and the State of California? _____

Provide the District with a current (within the last four years) X-ray or interdermal tuberculin report at your own expense? _____

Upon offer of employment, have the pre-placement medical examination and drug screening required by the District, at the expense of the District? _____

Provide verification of your legal right to work in the United States of America? _____

HAVE YOU COMPLETED THE APPLICATION WITH SIGNATURE AND DATE? _____

SIGNATURE OF APPLICANT

DATE