

**Employment Application****WALDORF SCHOOL AT MORAIN FARM**

Name:	Position you are applying for:
Address:	
City, State, Zip:	Phone:
	Email:

**Please list each of the jobs you have held in the last five 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 an Administrative staff member.**

Title:	Job Duties (please include salary history)
Employer:	
Address:	
From:	
To:	

Reason for Leaving:

Title:	Job Duties (please include salary history)
Employer:	
Address:	
From:	
To:	

Reason for Leaving:

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To:	

Reason for Leaving:

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	

Have you ever been convicted of a felony?\* Yes No

Within the last five years have you been convicted of, or released from incarceration for a misdemeanor which was not a first offense for drunkenness, simple assault, speeding, a minor traffic violation, an affray, or disturbing the peace?\* Yes No

\*An applicant for employment with a sealed record on file with the commissioner of probation may answer 'no record' with respect to an inquiry herein relative to prior arrests, criminal court appearances or convictions. An applicant for employment with a sealed record on file with the commissioner of probation may answer 'no record' to an inquiry herein relative to prior arrests or criminal court appearances. In addition, any applicant for employment may answer 'no record' with respect to any inquiry relative to prior arrests, court appearances and adjudications in all cases of delinquency or as a child in need of services which did not result in a complaint transferred to the superior court for criminal prosecution. A criminal conviction will not necessarily be a bar to employment.

If hired, can you provide proof that you are eligible to work in the United States? Yes No

Are you able to perform the essential functions of this position? Yes No

For reference purposes, have you worked or attended school under a former name? Yes No  
If yes, please list former name:

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.

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

**IMPORTANT:** Thank you for your interest in employment with Waldorf School at Moraine Farm. Waldorf School at Moraine Farm 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, sexual orientation, 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, you will be required to provide proof of your right to work in the United States before you begin to work, and to meet other fingerprinting, legal and licensing requirements. Employment is contingent upon the successful completion of these requirements. If you become an employee of Waldorf School at Moraine Farm, 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 Waldorf School at Moraine Farm or yourself.

**Acknowledgment:** I hereby certify that the information contained on or submitted with this application is true and accurate. I authorize Waldorf School at Moraine Farm 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: \_\_\_\_\_