

**NON-CERTIFIED EMPLOYMENT APPLICATION**



**THE VILLAGE CHARTER SCHOOL**

1747 N FAIRMEADOW DRIVE  
BOISE, ID 83704  
(208) 336-2000

**POSITION(S) APPLYING FOR:** \_\_\_\_\_

Please consider me for:  Full Time  Part Time

**All Applicants:** If hired, you will be required to complete a background investigation check.

**PERSONAL INFORMATION:**

<b>Legal Name:</b>	Last	First	Middle
<b>Contact Info:</b>	Cell #:	Home #:	E-mail:
<b>Mailing Address:</b>			

★ **Date of most recent Background Investigation Check with the State of Idaho:**

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Are you related to any employee or Board member of The Village Charter School?
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Have you ever been charged or convicted of a felony or misdemeanor? If yes, please explain.
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Do you hold a valid Idaho Driver's License?
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Have you taken the PRAXIS test? If yes, please attached a copy with final score.
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Do you have at least 32 college credits? If yes, please attach an copy of your transcript. If hired, official transcripts will be required.

<b>Do you speak a second language? If so, what language?</b>	<b>Read or write a second language?</b>
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**EDUCATION AND TRAINING:**

<b>High School:</b>	Address:	Date of Graduation, or Date of G.E.D.
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**If applicable, please list all institutions attended:**

<b>School/College/University:</b>	Address:	Dates Attended:	Degree/Date:	Major:
<b>School/College/University:</b>	Address:	Dates Attended:	Degree/Date:	Major:

**WORK EXPERIENCE - List most recent first:**

<b>Employer:</b>	<b>Address:</b>	<b>Dates Employed:</b>	<b>Position Held:</b>
Supervisor and Telephone:		Reason for Leaving:	
<b>Employer:</b>	<b>Address:</b>	<b>Dates Employed:</b>	<b>Position Held:</b>
Supervisor and Telephone:		Reason for Leaving:	
<b>Employer:</b>	<b>Address:</b>	<b>Dates Employed:</b>	<b>Position Held:</b>
Supervisor and Telephone:		Reason for Leaving:	

**PERSONAL REFERENCES (Please attach any written references):**

<b>Name:</b>	<b>Telephone/City/St:</b>	<b>Relationship:</b>	<b>Known this person for how long:</b>
<b>Name:</b>	<b>Telephone/City/St:</b>	<b>Relationship:</b>	<b>Known this person for how long:</b>
<b>Name:</b>	<b>Telephone/City/St:</b>	<b>Relationship:</b>	<b>Known this person for how long:</b>

**Please tell us why you want the job that you are applying for, and how you are uniquely qualified:**

**★ REQUIRED ATTACHMENTS:**

- A copy of your Praxis Test results and/or a transcript showing at least 32 earned credits.
- A copy of your current resume.
- Copies of written personal references.
- You may attach any additional information not included on this application.

★ By signing this form, applicant consents, upon hire, to be fingerprinted and submit to a background investigation check as required by IC 33-130, and to furnish the results to The Village Charter School.

**I hereby certify that the information herein is a true and complete statement of my personal and professional record to date.**

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

**IMPORTANT ! WHEN COMPLETED, PLEASE PRINT AND SIGN THIS APPLICATION**

TO E-MAIL - SCAN THIS APPLICATION AND ALL ATTACHMENTS AND E-MAIL TO: **HR@TheVillageCharterSchool.org**

OR, MAIL OR HAND DELIVER TO: **1747 N Fairmeadow Dr., Boise, ID 83704**

**FOR POSTED POSITIONS:**

Once you have completed your application and have submitted all required materials, you will be eligible for an interview. Successful candidates will be submitted for final approval for hire to the Board of Trustees for The Village Charter School.

★ If hired, you will be required to provide official educational transcripts.