

Lake Benton School Application Form

Lake Benton School: 101 S. Garfield St., PO Box 158, Lake Benton, MN 56149
Telephone: (507) 368-4235 Fax: (507) 368-4477

1. PERSONAL INFORMATION

Last Name	First Name	Middle Initial	
PERMANENT ADDRESS: Street	City	State/Zip	Telephone
CURRENT ADDRESS: Street	City	State/Zip	Telephone
Cell Number _____	E-Mail Address _____		
TRA/PERA Number, if member: _____		Social Security Number _____	

2. AVAILABILITY:

For what position are you applying? _____

Availability Date: _____

3. EDUCATION AND TRAINING:

Name & Location of School	Years Completed	Diploma GED
High School _____	_____	_____
College (s) or University (ies) Attended	Major (s)	Minor (s) Degree
_____	_____	_____
_____	_____	_____
_____	_____	_____

Copy of Licensure or University Certification of License eligibility required to be submitted with application.

4. EXPERIENCE:

Please furnish information in sufficient detail to determine your qualifications for the position. Begin with your present or most current position and work back. If you were employed under a different name, please indicate. Use continuation sheet in this same format if necessary.

Are you presently employed? _____ May inquiry be made of your present employer? _____

A. Date of Employment _____ Starting Salary _____ Ending _____

Name and address of employer: _____

_____ Telephone: _____

Name and position of immediate supervisor: _____

Title of your position: _____

Description of Work: _____

Reason for Leaving: _____

B. Date of Employment _____ Starting Salary _____ Ending _____

Name and address of employer: _____

_____ Telephone: _____

Name and position of immediate supervisor: _____

Title of your position: _____

Description of Work: _____

Reason for Leaving: _____

C. Date of Employment _____ Starting Salary _____ Ending _____
Name and address of employer: _____

Telephone: _____
Name and position of immediate supervisor: _____
Title of your position: _____
Description of Work: _____
Reason for Leaving: _____

5. **PROFESSIONAL INFORMATION**

Honors, prizes, fellowships, and professional societies: _____

Articles or books published: _____

Describe briefly your most significant planning experiences in areas such as staff development, Educational planning, curriculum development and supervision: _____

6. **APPLICATION NARRATIVE:** I am applying for the position of _____ in the Lake Benton School. List career accomplishments, additional skills, knowledge, experience or other relevant qualifications you consider applicable to obtaining the position.

I certify that the answers I have given on this application are true and correct to the best of my knowledge. I understand that any false or misleading information provided, or any omission or concealment of facts, will disqualify me from consideration for employment, and constitutes grounds for my immediate dismissal should I be employed by the Lake Benton School.

I understand, acknowledge, and agree that no offer of employment is valid or binding until formal approval by the Lake Benton School Board and until such approval that the Lake Benton School shall not be liable for any reliance on any oral or written offers of employment made to me.

In connection with this application **I hereby authorize** any and all current and former employers, organizations where I have volunteered (“volunteer organizations”) and references named in this application, or any agent of such a former employer or volunteer organizations, to release to the Lake Benton School and its agents any and all information regarding my job performance and fitness/qualifications to perform the position I am presently seeking and any other employment or related information, both public and private, in their possession. I understand that the Lake Benton School will use this information to determine my fitness/qualifications for the position I am seeking. This authorization expires one year from the date of my signature, below.

I hereby release the Lake Benton School and all former employers, volunteer organizations or references listed herein and any and all agents acting on behalf of Lake Benton School, former employers, volunteer organizations or references, for any and all liability of whatever nature by reason of requesting of providing such information.

Date _____ Signature _____

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