

EDUCATION

Type	Name and Address of School	Course of Study	Years Completed	Diploma/Degree
High School				
College/Graduate/ Professional				
Other (specify)				

Credential (Include title and state of issuance, date issued, and expiration date.)

Professional Memberships

PREVIOUS EMPLOYMENT

Please list the names of your previous employers in chronological order with present or last employer listed first. Immediate supervisors' names and contact information are required. Be sure to account for all periods of time including military service and any period of unemployment. If self-employed, give company name and supply business references. You may add additional pages if necessary.

May we contact the employers listed below?

Yes No

	Employment Dates	Your Title/Position	Exact Reason for Leaving
Present or Last Employer	From (Month/Year)	Name & Number of Immediate Supervisor	
Address	To (Month/Year)		
City, State, Zip Code			
Telephone			

PREVIOUS EMPLOYMENT (CONT.)

<p>_____ Previous Employer</p> <p>_____ Address</p> <p>_____ City, State, Zip Code</p> <p>_____ Telephone</p>	<p>Employment Dates</p> <p>_____ From (Month/Year)</p> <p>_____ To (Month/Year)</p>	<p>Your Title/Position</p> <p>Name & Number of Immediate Supervisor</p>	<p>Exact Reason for Leaving</p>
<p>_____ Previous Employer</p> <p>_____ Address</p> <p>_____ City, State, Zip Code</p> <p>_____ Telephone</p>	<p>Employment Dates</p> <p>_____ From (Month/Year)</p> <p>_____ To (Month/Year)</p>	<p>Your Title/Position</p> <p>Name & Number of Immediate Supervisor</p>	<p>Exact Reason for Leaving</p>
<p>_____ Previous Employer</p> <p>_____ Address</p> <p>_____ City, State, Zip Code</p> <p>_____ Telephone</p>	<p>Employment Dates</p> <p>_____ From (Month/Year)</p> <p>_____ To (Month/Year)</p>	<p>Your Title/Position</p> <p>Name & Number of Immediate Supervisor</p>	<p>Exact Reason for Leaving</p>
<p>_____ Previous Employer</p> <p>_____ Address</p> <p>_____ City, State, Zip Code</p> <p>_____ Telephone</p>	<p>Employment Dates</p> <p>_____ From (Month/Year)</p> <p>_____ To (Month/Year)</p>	<p>Your Title/Position</p> <p>Name & Number of Immediate Supervisor</p>	<p>Exact Reason for Leaving</p>

PREVIOUS EMPLOYMENT (CONT.)

Have you already signed a contract for next year with any other institution? Yes No

What is your salary expectation for this position? (Required) _____

Have you ever had a credential or work license denied, suspended, or revoked? Yes No
 If yes, please give date(s) and explain:

Have you ever been suspended, dismissed, or asked to resign from any job? Yes No
 If yes, please give date(s) and explain:

Have you ever been accused of harassment, discrimination, child abuse or similar conduct? Yes No
 If yes, please give date(s) and explain:

Are you currently out on bail or on your own recognizance pending trial? Yes No
 If yes, please give date(s) and explain:

PROFESSIONAL REFERENCES

Please provide three references who are qualified to speak on behalf of your character and/or qualifications.

Name	Position	Organization/Relation	Phone	Email

JSerra Catholic High School employs persons of varying religious affiliations and faith backgrounds. We understand and respect that each applicant is at a different stage in his or her spiritual growth. The following questions help us to get a sense of your spiritual journey, how you envision your unique contribution to our school's mission, and your alignment with our five pillars of excellence.

Having read the above, I am able to give these principles my wholehearted support in the position for which I am applying. Yes No

I believe in God and would be comfortable working in an environment where Christ is at the center of campus life. Yes No

I regularly strive to foster a relationship with God through (check all that apply):

- Daily prayer Outreach to the poor Small faith sharing groups
- Bible study Attending retreats

My attendance at Mass or church service would best be characterized as:

- More than once per week Weekly Not weekly, but often Infrequent Never

I would characterize my familiarity with the Catholic faith as:

- Not at all familiar Slightly familiar Somewhat familiar Very familiar

I understand that while employed at JSerra I may not live in any situation or relationship which conflicts with the teachings of the Catholic Church. Yes No

ESSAY

Please provide a maximum one-page typed response to the following prompt:

Having reflected on our Mission and Philosophy Statements and Five Pillars which articulate our core identity, name ways in which JSerra's values align with your own personal values, and then explain in what specific ways you anticipate supporting and advancing our school's mission.

ACKNOWLEDGMENT

I hereby state that all the information that I provided on this application or any other documents filled out in connection with my employment, and in any interview is true and correct. I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand that if I am employed by Employer and any such information is later found to be false or incomplete in any respect, I may be dismissed.

If hired, I agree as follows: My employment and compensation is terminable at-will, is for no definite period, and my employment and compensation may be terminated by Employer at any time and for any reason whatsoever, with or without good cause at the option of either Employer or myself. No implied, oral, or written agreements contrary to the express language of this agreement are valid unless they are in writing signed by the Chief Executive Officer of Employer, or another individual who has any authority to make any agreements contrary to the foregoing. This agreement is the entire agreement between Employer and the undersigned regarding the rights of Employer and the undersigned to terminate employment with or without good cause, and this agreement takes the place of all prior and contemporaneous agreements, representations, and understandings of the undersigned and Employer.

I hereby acknowledge that I have read the above statements and understand the same. If you have any questions regarding these statements, please ask an Employer representative before signing. **DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE STATEMENTS AND AGREEMENT.**

Signature of Applicant

Date

ADDITIONAL DOCUMENTATION

Along with this completed application, include the following:

1. Cover letter
2. Current résumé or curriculum vitae
3. Essay
4. Letter(s) of recommendation from current (preferred) or previous employer(s)
5. College transcripts (faculty positions only)

Email completed application and attachments as separate PDFs to employment@jserra.org.

Mailed or delivered copies will not be considered.