



# Bellefonte Area School District Employment Application Athletics/Extracurricular/Volunteers

**318 North Allegheny Street  
Bellefonte, PA 16823  
(814) 355-4814  
(814) 353-5342 FAX**

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Applicants are requested to complete this form in their own handwriting. Return the completed application to the Superintendent's Office.

## ATHLETICS/EXTRACURRICULAR/VOLUNTEER

Head Coach \_\_\_\_\_  
Specify Sport

Assistant Coach \_\_\_\_\_  
Specify Sport

Volunteer Coach \_\_\_\_\_  
Specify Sport

Extracurricular Activities \_\_\_\_\_  
Specify Activity

Volunteer \_\_\_\_\_  
Other (Please specify)

Applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or disability which does not prevent the applicant from being capable of performing the essential functions of a position, with or without reasonable accommodation. BASD is an Equal Opportunity Employer.

## PERSONAL

Name/Mr. \_\_\_\_\_  
Mrs. \_\_\_\_\_  
Miss Last First Middle

Present Address \_\_\_\_\_  
Street Address Home Phone

City State Business Phone

Were you employed by the Bellefonte Area School District before?  Yes  No  
 If yes, give dates \_\_\_\_\_ and position held \_\_\_\_\_

Are you over the age of 18?  Yes  No

Will any outside activity interfere with your job performance?  Yes  No

## EDUCATION

School	Name and Address of School	Course of Study	Years Completed (circle)	Did You Graduate?	Degree or Diploma
Elementary/ Middle School			4 5 6 7 8	<input type="checkbox"/> Yes <input type="checkbox"/> No	
High School			9 10 11 12	<input type="checkbox"/> Yes <input type="checkbox"/> No	
College			1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other			1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Honors Received:					

## EMPLOYMENT EXPERIENCE

List below all present and past employment. Begin with your present or most recent employer.

Employer	Telephone
Address	Employed from _____ to _____
Describe your work	Salary or hourly rate
Reason for leaving:	Name of Supervisor
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Employer	Telephone
Address	Employed from _____ to _____
Describe your work	Salary or hourly rate
Reason for leaving:	Name of Supervisor
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	

## EMPLOYMENT EXPERIENCE CONTINUED

Employer	Telephone
Address	Employed from _____ to _____
Describe your work	Salary or hourly rate
Reason for leaving:	Name of Supervisor
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Employer	Telephone
Address	Employed from _____ to _____
Describe your work	Salary or hourly rate
Reason for leaving:	Name of Supervisor
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Additional employers may be listed on another sheet.

## PERSONAL REFERENCES

List three references who are not related to you.

Name	Address	Position	Phone Number
1. _____			
2. _____			
3. _____			

## PREFERENCE OF LOCATION FOR EMPLOYMENT/VOLUNTEER WORK

Check all locations where you will accept employment.

<input type="checkbox"/> Central Office	<input type="checkbox"/> Bellefonte Area Middle School
<input type="checkbox"/> Bellefonte Elementary School	<input type="checkbox"/> Bellefonte Area High School
<input type="checkbox"/> Benner Elementary School	<input type="checkbox"/> Marion-Walker Elementary School
<input type="checkbox"/> Pleasant Gap Elementary School	

## GENERAL BACKGROUND INFORMATION

You must give complete answers to all questions. If you answer "Yes" to any question, you must list all Offenses, and for each conviction provide date of conviction and disposition, regardless of the date or Location of occurrence. Conviction of a criminal offense is not a bar to employment in all cases. Each case Is considered on its merits. Your answers will be verified with appropriate police records.

**Criminal Offense:** includes felonies, misdemeanors, summary offenses and convictions resulting from a Plea of "nolo contendere" (no contest).

**Conviction** is an adjudication of guilt and includes determinations before a court, a district justice or a Magistrate, which results in a fine, sentence or probation.

You may omit: minor traffic violations, offenses committed before your 18<sup>th</sup> birthday which were adjudicated in juvenile court or under a Youth Offender Law, and any convictions which have been expunged by a court or for which you successfully completed an Accelerated Rehabilitative Disposition program.

Were you ever convicted of a criminal offense?  Yes  No

Are you currently under charges for a criminal offense?  Yes  No

Have you ever forfeited bond or collateral in connection with a criminal offense?  Yes  No

Within the last ten years, have you been fired from any job for any reason?  Yes  No

Within the last ten years, have you quit a job after being notified that you Would be fired?  Yes  No

**Note:** If you answered "Yes" to any of the above questions, please provide a detailed explanation on a separate sheet of Paper, including dates, and attach it to this application.

**AGREEMENT**

I hereby certify that the above information to the best of my knowledge is true, accurate and complete. Any misrepresentation or willful omissions of facts shall be sufficient cause for disqualification of this application or termination of employment. Furthermore, it is understood that this application and records become the property of the Bellefonte Area School District which reserves the right to accept or reject it. I further agree to observe all rules, regulations and policies of the District now in force and effect or as they may change during my employment, if I am employed by the Bellefonte Area School District.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

I hereby authorize the Bellefonte Area School District to conduct work history, personal reference, or police record inquiries to determine my acceptability for employment.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Return the completed application to the Superintendent's Office.**