



*Dan Padilla, Superintendent*

*Jason Binion, Business Manager/AD*

**APPLICATION FOR NON-CERTIFIED EMPLOYMENT**

Applicant's Name \_\_\_\_\_ Date \_\_\_\_\_

Address (Mailing) \_\_\_\_\_ Social Security# \_\_\_\_\_

Telephone# \_\_\_\_\_ What position are you applying for? \_\_\_\_\_

\_\_\_\_\_ Gallina \_\_\_\_\_ Lybrook

Work as? \_\_\_\_\_ Cook \_\_\_\_\_ Custodian \_\_\_\_\_ Instructional Assistant

\_\_\_\_\_ Substitute (Teacher, Cook, Custodian)

\_\_\_\_\_ Other \_\_\_\_\_

Do you have transportation? \_\_\_\_\_ Yes \_\_\_\_\_ No

Do you have any relatives currently on the Board of Education? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, who: \_\_\_\_\_

Do you have any relatives currently employed by the district? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, who: \_\_\_\_\_

Describe any past experiences and qualification which fit you for this work: \_\_\_\_\_

\_\_\_\_\_

**EDUCATIONAL BACKGROUND**

Circle highest grade completed:                    5        6        7        8        9        10        11        12

List High School from which you graduated (if any): \_\_\_\_\_

Describe any additional education or training beyond high school, including name and location of school dates of attendance, course of study and any certificate, diploma or degree earned.

\_\_\_\_\_

*Antonette Serrano*  
President

*Emily Vigil*  
Vice-President

*Robert Vigil*  
Board Secretary

*Pearl Trujillo*  
Board Member

*Veronica Trujillo*  
Board Member



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Prior Work History: List in order, with last or present job first.

Employer (Company and Location) \_\_\_\_\_

Supervisor (Name and Telephone#) \_\_\_\_\_

Dates of Employment \_\_\_\_\_ to \_\_\_\_\_

Description of your Duties: \_\_\_\_\_

Reason for Leaving (or desiring to leave) \_\_\_\_\_

Employer (Company and Location) \_\_\_\_\_

Supervisor (Name and Telephone#) \_\_\_\_\_

Dates of Employment \_\_\_\_\_ to \_\_\_\_\_

Description of your Duties: \_\_\_\_\_

(Use another sheet of paper to list additional work history)

References: Names, Companies, Addresses and Telephone numbers of 3 persons who can speak about your ability to do the job. Note: **Family members must not be used as references.**

Name of Occupation	Address	Telephone
1. _____ _____	_____ _____	_____ _____
2. _____ _____	_____ _____	_____ _____
3. _____ _____	_____ _____	_____ _____

**Applicant's Certification and Agreement**

I hereby certify that the facts set forth on this application are complete to the best of knowledge. I understand that, if employed, falsified statements on this application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation of my personal and work history related to this application.

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

The Jemez Mountain Public Schools is an equal opportunity employer, and does not discriminate based on race, sex, color, national origin, religion, disability, gender identity, or sexual orientation.

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