



# Greenleaf Friends Academy

To Applicant: We deeply appreciate your interest in Greenleaf Friends Academy. The personal information on this form will be used only for the purpose of assessing applicant qualifications as they pertain to employment with GFA.

P.O. Box 368  
Greenleaf, ID 83626  
Ph. 208.459.6346 Fax 208.459.7700  
Email to: [sherrytiller@gfaschools.org](mailto:sherrytiller@gfaschools.org)  
[www.gfaschools.org](http://www.gfaschools.org)

## APPLICATION FOR EMPLOYMENT

### Personal Information

Name \_\_\_\_\_  
Last First Middle

Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

Permanent Address \_\_\_\_\_  
Street City State Zip

E-mail Address \_\_\_\_\_

Have you ever been convicted of any crime or violation of any law in any state, federal or military court? Note: For the purpose of this question, "conviction" includes:

- 1) All instances in which a plea of guilty is the basis of conviction.
- 2) All proceedings in which a sentence has been suspended, deferred, or withheld.
- 3) All proceedings in which the prosecution was deferred. Do not include convictions for traffic violations unless alcohol or drug related.

Note: Omission or falsification of the above information, if hired, will be ground for termination. If your answer is YES to any of the above, attach an explanation and court record, which includes the disposition of the offense.

Yes No

Have you ever been terminated or requested to resign from a job?  Yes  No

If yes, please explain: \_\_\_\_\_

### Position Desired

Administrative \_\_\_\_\_

Teaching \_\_\_\_\_

Counselor/Psychologist \_\_\_\_\_

Staff \_\_\_\_\_

Full Time  Part Time  Either

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### Educational Training

List in order of attendance.

College/University	Location (City/State)	Degree Earned	Date Received	Major Subject	Minor Subject
Certificates Applied For			Anticipated Date of Completion		
Certificates or Teaching Licenses You Currently Possess					
Type of Certificate	Endorsement		Expires		
Teaching and Other Job Related Experience: (List most recent first.)					
School District/Employer	Location City/State	Position	Dates of Employment	Immediate Supervisor	Reason for Leaving
Student Teaching Experience: (List most recent first.)					
School District	City/State	Dates		Immediate Supervisor	
Special Skills You are Able to Direct, Coach or Assist:					
Skill	Direct/Coach/Assist		Qualifications		

**Christian Experience**

- 1) On a separate sheet of paper, please write your personal testimony concerning your relationship with Jesus Christ.
- 2) Church Affiliation \_\_\_\_\_Where \_\_\_\_\_
- 3) Are you willing to work harmoniously with members of other denominations?      Yes      No
- 4) Please share your personal convictions as a Christian toward liquor, tobacco, drugs and matters of recreation and entertainment. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please answer the following questions in accordance with your personal philosophy of education.

- 1) How would you structure your classroom to increase achievement for all students?
- 2) How would your classroom management plan reflect accountability, responsibility, and character development?
- 3) What tools would you use to measure customer satisfaction?
- 4) How did you learn about this position? \_\_\_\_\_

**Declaration (please read carefully)**

By signing my name below, I HEREBY certify that I have read the Application instructions information, and all information furnished on the application is true and correct. I understand that I must complete the necessary new hire paperwork and fingerprinting to remain employed by Greenleaf Friends Academy. I also understand the terms for fingerprinting payment. Any falsification of information may result in disqualification of this application.

\_\_\_\_\_  
Signature o

## Criminal History Verification – Greenleaf Friends Academy

First Name:

Middle Name:

Last Name:

Sex:

States you have resided in:

Other Name(s) Previously Known by:

SSN#:

A. Have you ever been convicted of a sex-related crime?  Yes  No

If yes, was the conviction in Idaho or in another state? (Please specify if in another state.)

If yes, did the crime involve force or minors?  Yes  No

B. Have you ever been convicted of a crime involving violence or the threat of violence?  Yes  No

If yes, was the conviction in Idaho or in another state? (Please specify if in another state.)

C. Have you ever been convicted of a crime involving any criminal activity in drugs or alcoholic beverages?  Yes  No

If yes, was the conviction in Idaho or in another state? (Please specify if in another state.)

D. Have you ever been convicted of any other crime except a minor traffic violation?  Yes  No

E. Have you been arrested for a crime for which there has not yet been an acquittal or dismissal?  Yes  No

**Advisory:** Greenleaf Friends Academy will make a check of the applicant's criminal history to verify the responses to the preceding questions.

Regardless of whether the applicant grants consent, Greenleaf Friends Academy will conduct a criminal offender record check of applicants because any involvement at Greenleaf Friends Academy includes working in the proximity of children. The applicant is entitled to review his/her criminal history for inaccurate or incomplete information. Discrimination by an employer on the basis of arrest records alone may violate federal civil rights law. The applicant may obtain further information concerning the applicant's rights by contacting the Bureau of Labor and Industries, Civil Rights Division, State Office Building.

I acknowledge receipt of this notice.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

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For Office Use Only

Criminal Background Check Completed Date

Printed Confirmation Attached

**Further Information:**

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f Applicant

Date

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