



Business Administrator Application

Applicant Information

Name: _____ Date: _____

Address: _____

Phone Number: _____ Email: _____

Present Position: _____

Educational Background

Institution of Higher Learning	Location	Degree	Major	Minor	Honors	Year Conferred

Professional Experience

Employer (include supervisor)	Major Responsibilities	Dates of Employment

References

Name	Contact Information	Position or Relationship

Additional Information

Do you claim Veteran's Preference?

Yes No

Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

Yes No

If yes, explain:

Are you a relative of any board member, administrator, or supervisor currently serving San Juan School District?

Yes No

If yes, please list name, position, and relationship:

Are you eligible to work in the United States?

Yes No

Have you ever had an indicated finding of child abuse filed in your name?

Yes No

Does your name appear on any Sex offender Database in any state or country?

Yes No

I certify that the information given by me in this application is true in all respects, if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

Signature of Applicant: _____

San Juan School District is an Equal Opportunity Employer. San Juan School District ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. The district provides reasonable accommodations to the known disabilities of applicants in compliance with the Americans with Disabilities Act.