SANTA CRUZ CITY SCHOOLS

Human Resources

405 Old San Jose Road
Soquel, CA 95073
Phone: (831) 429-3410 Fax: (831) 429-3433

To: Applicants for Coaching Positions

From: Molly Parks, Assistant Superintendent of Human Resources

RE: APPLICATION PROCESS

Thank you for your interest in a coaching position with the Santa Cruz City Schools. You will be notified of the interview process only if you have been screened in after all applications for this position have been reviewed. Offers of employment are made by the Human Resources Office. All offers are made contingent upon fingerprint clearance from the Department of Justice. A prospective employee may NOT begin coaching until fingerprint clearance has been obtained AND all new hire paperwork has been completed.

Upon offer of employment, you will also need to provide proof of a negative Tuberculosis test taken within the last four years, and proof of eligibility for employment including a photo ID and an original signed Social Security Card.

(Revised 14/15)

Application for Coaching Position

Santa Cruz City School District

405 Old San Jose Road, Soquel, CA 95073
Ph. (831) 429-3410 Fx (831) 429-3433

Position Applying For:	Site:

Applicant's Full Name: _____
(Last) (First) (M.I.)

Address: _____
(Street) (City) (State) (Zip Code)

Telephone Number: ( ) _____ ( ) _____ ( ) _____
(Home) (Work) (Cell)

E-Mail Address: _____

Person to Notify in Case of an Emergency: _____ ( ) _____
(Name) (Telephone Number)

General Information:

Are you now or have you ever been a volunteer or employee of Santa Cruz City Schools in any capacity? ❑Yes ❑ No If so Title and Dates:_____

Can you provide legal documentation of your right to remain and work in the U.S.?
❑ Yes ❑ No

Have you ever been convicted of a felony or a misdemeanor that has resulted in incarceration, a fine in excess of $50, and/or probation? ❑Yes ❑No. <u>If yes to any one of these, please explain on an attached sheet.</u> A conviction may not necessarily disqualify an applicant from employment, however if accurate information is not provided upon application, immediate dismissal may result.

Have you ever been dismissed, non-reemployed or asked to resign from <u>any</u> coaching or other position?
❑ Yes ❑ No If so, why?

Persons transporting students must also meet district requirements for a clear DMV record, a safe vehicle and insurance coverage. Are you an insured driver with a CA Driver's License?
❑ Yes ❑ No

Have you completed your Coaches Certification Training? ❑ Ye s ❑ No If yes, when:_____
(Please be advised that a current certification is a requirement for employment and if you have not completed it you will need to do so.)

REFERENCES: (Related Employment, Coaching or Other)

Name:	Official Position:	Present Address, Phone Number & Email:

COACHING HISTORY: (List most recent first)

School/Organization:	Phone:	
Sport	Email:	
Supervisor's Name and Title:	From:	To:
Description of Duties:		

School/Organization:	Phone:	
Sport	Email:	
Supervisor's Name and Title:	From:	To:
Description of Duties:		

School/Organization:	Phone:	
Sport	Email:	
Supervisor's Name and Title:	From:	To:
Description of Duties:		

As an applicant for a position with the Santa Cruz City School District, (hereinafter "District"), I am required to furnish information and references for use in determining my qualifications. I understand that the District may verify all data given in my application for employment, related papers, and/or oral interviews. I further understand that any and all references provided to the district may be contacted either in writing or otherwise. By signing below I hereby authorize such investigation. In addition I authorize any previous employer and/or any other reference to release and fully disclose to any agent of the District any information that such person may have concerning me, including information of a confidential or privileged nature.

I hereby certify that all statements and information on this application are true to the best of my knowledge and belief. If employed, I understand that any falsification of the information on this application may be considered cause for termination. I further understand that, if offered a position, I must complete pre-employment processing. **As per AB 1610 and 1612, new employees must be fingerprinted and cannot begin work until the District has received fingerprint clearance back from the Department of Justice showing no prior convictions for certain serious or violent felonies. As per the District's board policy # 4114.02 all employees shall show proof of a negative tuberculosis (TB) test prior to employment and updated every four years thereafter. Working prior to this approval may result in permanent dismissal.**

Print Name _____ Signature _____ Date _____

Revised 11-15-12

Santa Cruz City Schools does not discriminate on the basis of sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color and mental or physical disability.