

Employment / Volunteer

APPLICATION FORM



CHAMINADE JULIENNE CATHOLIC HIGH SCHOOL

505 South Ludlow Street
Dayton, Ohio 45402
(937) 461 - 3740
www:cjeagles.org

OUR MISSION

Chaminade-Julienne Catholic High School is an educational community of faith. Inspired by the goodness of God, we commit to educating the whole person, working for justice, and developing family spirit.

Grounded in the gospel message of Jesus Christ as reflected in Catholic Tradition and the charisms of the Sisters of Notre Dame de Namur and the Society of Mary, we prepare young men and women to become lifelong learners, contributing members of society and people of compassion, integrity, and service.

As a Catholic institution, Chaminade-Julienne adheres to the Christian concept that employment opportunities are based on individual abilities without regard to race, national origin, gender, age, or non-disqualifying physical or mental handicap.

Date: _____

Name _____ Birthdate (M/D/Y) _____
(last) (first) (middle)

Street Address: _____ Apt/Unit No: _____

City: _____ State: _____ Zip: _____

Phone: Home _____, _____ Work _____/_____ Cell/Mobile _____, _____

Please list your addresses for the past ten years:

Dates of Residence _____

Dates of Residence _____

Dates of Residence _____

Dates of Residence _____

Dates of Residence _____

For what position are you applying?
What interests you about the position for which you are currently applying?
What has prepared you for the position for which you are currently applying?

Employment History

Dates of Employment (Start with most recent)	Employer Name and Address	Immediate Supervisor Name and Phone Number	Position Held	Reason for Leaving Position
Start: _____ Ended: _____				
Start: _____ Ended: _____				
Start: _____ Ended: _____				
Start: _____ Ended: _____				
Start: _____ Ended: _____				

Educational History

Dates (Start with most recent)	School Name and Address (City, State, Zip)	Type of School	Name of Program or Degree	Date Program Completed
Start: _____ Ended: _____				
Start: _____ Ended: _____				
Start: _____ Ended: _____				
Start: _____ Ended: _____				

Volunteer Experience

Organization	Duties	Dates	Contact	Phone

References

Reference Name	Address (city,state,zip)	Daytime Phone	How long have you known this person and in what capacity?	Has this person agreed to provide a reference?
Professional:				
Professional:				
Personal: (Non-Family Member)				
Family Member:				

Personal History

Y N

		Have you ever been convicted of a criminal offence (felony or misdemeanor)? Answer "YES" if you have entered a plea agreement including a deferred sentence or deferred judgment arrangement in connection with a criminal case.
		Have you ever been charged with a sexual offense?
		Have you ever been charged with a sexual offense relating to children?
		Have you ever been a defendant in a civil lawsuit alleging sexual misconduct?
		Have you ever been reported to any organization or registry for abuse or misconduct involving children or adults?
		Do you have any disciplinary action or investigation pending by an employer, other organization, professional association, or licensing body for sexual misconduct, or any misconduct involving children?
		Have you ever been disciplined or dismissed from any volunteer position or employment position following an allegation of sexual misconduct or inappropriate behavior?
		Have you ever been reprimanded or asked to leave or end your membership in a volunteer, civic, or non-profit organization?
		Have you ever been the subject of a complaint or disciplinary proceeding brought against any professional license or professional affiliation held by you?

For any "YES" answers, please explain in detail. Attach a separate sheet of paper if necessary.

We appreciate your willingness to share your faith, gifts and skills with the community we serve. Providing safe and secure programs for members is of utmost importance to us. The information gathered in this application is designed to help us provide the highest quality programs for the people of our community. Please initial each of the statements below.

_____ I declare that all statements contained in this application are true and that any misrepresentation or omission is cause for rejection of my application, or dismissal from my work with Chaminade Julienne Catholic High School.

_____ I hereby authorize Chaminade Julienne catholic High School to conduct a personal and professional background check for the purposes of my application at Chaminade Julienne Catholic High School. Chaminade Julienne Catholic High school may contact any references, past and current employers, church, youth organizations, agencies where volunteer service has been completed, and any individual or organizations which might be relevant to my desired position. I hereby release all of the above stated persons from any and all liability for damages that might occur during contact with the individuals for purposes of employment or volunteer services.

_____ I also hereby give complete permission for Chaminade Julienne Catholic High School to conduct a criminal background check, arrest records check, abuse registry check, and driving record check for purposes of my employment or volunteer services.

_____ I waive any right that I may have to inspect any information provided about me by the persons previously mentioned. I have also read also read and understood the above stated information within this release and am signing below of my own free will.

_____ I understand that a criminal background check will be conducted prior to and during my service. I authorize investigations of all statements contained in the application.

_____ I agree to observe all of the guidelines and policies of Chaminade Julienne Catholic High School for the position I am applying.

_____ I understand that Chaminade Julienne Catholic High School has ZERO TOLERANCE FOR ABUSE and takes all allegations of abuse seriously. I further understand that Chaminade Julienne Catholic High School cooperates fully with the authorities to investigate all cases of alleged abuse. Abuse of minors is grounds for immediate dismissal and possible criminal charges.

_____ I declare that I have not perpetrated physical abuse, sexual abuse, emotional abuse, or neglect against a minor and that I have never been accused of these acts.

_____ I understand that I can withdraw from the application process at any time.

_____ I understand and agree that false statements and/or omissions regarding past conduct and/or present situation may be grounds for denial of the application to provide employment and/or volunteer services and that refusal to inform Chaminade Julienne Catholic High School of the contents of a sealed criminal record will result in the automatic denial of the application.

_____ My signature indicates that I have read and understand all of the above statements.

Do not sign until you have read and initialed the above statements.

Application is to be signed and dated at the time of the interview.

Applicant's Signature: _____ Date: _____/_____/_____

I have reviewed this application and have noted any missing information.

Screening Committee Member Signature: _____ Date: _____/_____/_____