|  |  |
| --- | --- |
| Washington Association of School Administrators (WASA)  Employment Application |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Applicant Information | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Last Name | | | | |  | | | | | | | | | | | | | | First | | |  | | | | | | | | | | | M.I. | | | | | Date | |  | | |
| Street Address | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | Apartment/Unit # | | | | | | |  | | |
| City |  | | | | | | | | | | | | | | | | | | State | | |  | | | | | | | | | | | ZIP | | | |  | | | | | |
| Phone |  | | | | | | | | | | | | | | | | | | E-mail Address | | | | | |  | | | | | | | | | | | | | | | | | |
| Date Available | | | | | |  | | | | | | | | | | Desired Salary | | | | |  | | | | | | | | | | | | | | | | | | | | | |
| Position Applied for | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Are you a citizen of the United States? | | | | | | | | | | | | | | | YES | | NO | | | | | If no, are you authorized to work in the U.S.? | | | | | | | | | | | | | | | | | YES | | NO | |
| Have you ever been convicted of a felony? | | | | | | | | | | | | | | | YES | | NO | | | | | If yes, please explain on a separate attachment. | | | | | | | | | | | | | | | | | | | | |
| Have you ever been placed on employment probation or a written performance improvement plan? | | | | | | | | | | | | | | | YES | | NO | | | | | If yes, please provide an explanation of the circumstances including underlying facts, employer, date, and outcome on a separate attachment. | | | | | | | | | | | | | | | | | | | | |
| Education | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| High School (Fill out only if no college) | | | | |  | | | | | | | | | | | | Address | | | | |  | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
| From | |  | | | | | To | | |  | | Did you graduate? | | | | | YES | | | | | NO | | | | Degree | | | |  | | | | | | | | | | | | |
| College | |  | | | | | | | | | | | | | | | Address | | | | |  | | | | | | | | | | | | | | | | | | | | |
| From | |  | | | | | To | | |  | | Did you graduate? | | | | | YES | | | | | NO | | | | Degree | | | |  | | | | | | | | | | | | |
| Other | |  | | | | | | | | | | | | | | | Address | | | | |  | | | | | | | | | | | | | | | | | | | | |
| From | |  | | | | | To | | |  | | Did you graduate? | | | | | YES | | | | | NO | | | | Degree | | | |  | | | | | | | | | | | | |
| References | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please list three professional references. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Full Name | | | | |  | | | | | | | | | | | | | | | | | | Relationship | | | | | | |  | | | | | | | | | | | | |
| Company | | | | |  | | | | | | | | | | | | | | | | | | Phone | | | |  | | | | | | | | | | | | | | | |
| Email Address | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Full Name | | | | |  | | | | | | | | | | | | | | | | | | Relationship | | | | | | |  | | | | | | | | | | | | |
| Company | | | | |  | | | | | | | | | | | | | | | | | | Phone | | | |  | | | | | | | | | | | | | | | |
| Email Address | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Full Name | | | | |  | | | | | | | | | | | | | | | | | | Relationship | | | | | | |  | | | | | | | | | | | | |
| Company | | | | |  | | | | | | | | | | | | | | | | | | Phone | | | |  | | | | | | | | | | | | | | | |
| Email Address | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Previous Employment | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Company | | | |  | | | | | | | | | | | | | | | | | | | | Phone | | | |  | | | | | | | | | | | | | |
| Address | | |  | | | | | | | | | | | | | | | | | | | | | Supervisor | | | | |  | | | | | | | | | | | | |
| Job Title | | |  | | | | | | | | | | | | | | | Starting Salary | | | | | | $ | | | | | | | Ending Salary | | | | | $ | | | | | |
| Responsibilities | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| From |  | | | | | | To | | | |  | | | Reason for Leaving | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | | | | | | | | | | | | | | | | YES | | | | NO | | | |  | | | | | | | | | | | | | |
| Company | | | |  | | | | | | | | | | | | | | | | | | | | Phone | | | |  | | | | | | | | | | | | | |
| Address | | |  | | | | | | | | | | | | | | | | | | | | | Supervisor | | | | |  | | | | | | | | | | | | |
| Job Title | | |  | | | | | | | | | | | | | | | Starting Salary | | | | | | $ | | | | | | | Ending Salary | | | | | $ | | | | | |
| Responsibilities | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| From |  | | | | | | To | | | |  | | | Reason for Leaving | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | | | | | | | | | | | | | | | | YES | | | | NO | | | |  | | | | | | | | | | | | | |
| Company | | |  | | | | | | | | | | | | | | | | | | | | | Phone | | | |  | | | | | | | | | | | | | |
| Address | | |  | | | | | | | | | | | | | | | | | | | | | Supervisor | | | | |  | | | | | | | | | | | | |
| Job Title | | |  | | | | | | | | | | | | | | | Starting Salary | | | | | | $ | | | | | | | Ending Salary | | | | | $ | | | | | |
| Responsibilities | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| From |  | | | | | | To | | | |  | | | Reason for Leaving | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | | | | | | | | | | | | | | | | YES | | | | NO | | | |  | | | | | | | | | | | | | |
| Military Service | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Branch | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | From | | |  | | To |  | | | | | | |
| Rank at Discharge | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | Type of Discharge | | | | | | |  | | | | | |
| If other than honorable, explain | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Disclaimer and Signature | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| I certify that my answers are true and complete to the best of my knowledge.  If this application leads to employment, I understand that false or misleading information in my application or interview  may result in my release. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Signature | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | Date | |  | | | | | | | |

Send application, resume, and cover letter to:

Marilee Jensen

Washington Association of School Administrators

825 Fifth Avenue SE

Olympia, WA 98501

[mjensen@wasa-oly.org](mailto:mjensen@wasa-oly.org)

Fax: 360.352.2043