

# APPLICATION FOR EMPLOYMENT

**NORTH LAKES ACADEMY**

**255 B NW 7<sup>th</sup> Avenue  
Forest Lake, MN 55025  
651-982-2773  
Fax: 651-464-6409**

## PERSONAL

NAME (LAST)	(FIRST)	(MIDDLE)
STREET ADDRESS	PHONE (HOME)	(WORK)
CITY	STATE	ZIP CODE
POSITION FOR WHICH YOU ARE APPLYING	DATE AVAILABLE	

## LICENSE(S) (FOR LICENSED APPLICANTS ONLY)

A MINNESOTA TEACHER'S LICENSE AND CREDENTIALS MUST BE FILED IN BUSINESS OFFICE PRIOR TO EMPLOYMENT

MINNESOTA TEACHING LICENSE(S) HELD	FILE NO.	EXPIRATION DATE
VOCATIONAL LICENSE(S) HELD	FILE NO.	EXPIRATION DATE

## EDUCATION

SCHOOL NAME	CITY/STATE	MAJOR/MINOR FIELD OF STUDY	CERTIFICATE OF DEGREE	DID YOU GRADUATE?
HIGH SCHOOL/GED				
TECHNICAL/TRADE SCHOOL				
COLLEGE/UNIVERSITY(S)				
GRADUATE SCHOOL(S)				

**WORK EXPERIENCE (TO BE COMPLETED EVEN IF A RESUME IS INCLUDED)**

START WITH YOUR MOST RECENT EMPLOYMENT

EMPLOYER NAME AND ADDRESS	EMPLOYMENT DATES (MO/YR) FROM:                      TO:	JOB TITLE & RESPONSIBILITIES
SUPERVISOR              PHONE	SALARY	REASON FOR LEAVING
EMPLOYER NAME AND ADDRESS	EMPLOYMENT DATES (MO/YR) FROM:                      TO:	JOB TITLE & RESPONSIBILITIES
SUPERVISOR              PHONE	SALARY	REASON FOR LEAVING
EMPLOYER NAME AND ADDRESS	EMPLOYMENT DATES (MO/YR) FROM:                      TO:	JOB TITLE & RESPONSIBILITIES
SUPERVISOR              PHONE	SALARY	REASON FOR LEAVING

**PROFESSIONAL REFERENCES (USE ACADEMIC OR PROFESSIONAL ONLY)**

NAME AND TITLE	PHONE
NAME AND TITLE	PHONE
NAME AND TITLE	PHONE

**AUTHORIZATION/CRIMINAL BACKGROUND CHECK**

Have you even been convicted of a crime or violation of the law other than a traffic offense?  
 Yes/No If yes, please explain on an attached sheet of paper. (The existence of a criminal record will not automatically bar employment.)

I authorize the release of information from all previous employers and references, and all files and/or documents maintained by that employer arising out of my employment, to North Lakes Academy.

I understand that all offers of employment are contingent upon a satisfactory criminal background check and school board approval.

I certify that all information provided on this application is true and complete to the best of my knowledge. I understand that misrepresentation of facts, falsification of information or significant omissions on the application form or during the interview process may disqualify me from further employment consideration or may be cause for dismissal.

\_\_\_\_\_  
SIGNATURE OR APPLICANT

\_\_\_\_\_  
DATE

If desired, you may attach a letter of interest, resume, or any additional information that you feel may be helpful in advancing your application.

*Equal Opportunity Employer*