

DESERT SANDS UNIFIED SCHOOL DISTRICT

47-950 Dune Palms Road, La Quinta, California 92253 (760) 771-8692
Website: <http://dsusd.us>

Certificated Employment Application

INSTRUCTIONS:

Please send to the attention of:

Sherry Johnstone
Assistant Superintendent, Personnel Services
Desert Sands Unified School District
47-950 Dune Palms Road
La Quinta, California 92253

- Employment Application Form
- Letter of application
- Résumé
- Copy of NCLB Certificate of Compliance Form (Academic Major/Coursework or Exam)
- Copies of CBEST, NTE, PRAXIS, CSET, MSAT
- Placement file or three (3) letters of recommendation
- Copies of current credential(s)
- Copies of college/university transcripts

My signature below authorizes the school district to conduct a complete background investigation and authorizes the release of information in connection with my application for employment. This investigation may include such information as criminal or civil convictions, a plea of guilty or "no contest" to any criminal offense*, driving records, references from previous employers and educational institutions, personal and professional references and information from other sources the district deems appropriate.

My signature below also authorizes the school district to obtain background information from local law enforcement agencies, the Department of Justice, and the California or other State Departments of Social Services Child Protective Services Unit regarding any findings of child abuse or neglect investigations involving me.

I hereby waive my right of access to any information obtained from a background investigation from any source and without limitation fully release the school district and its employees and the reference sources from any liability in connection with the release and use of the information.

I certify that I have made true, correct and complete answers and statements on this application in the knowledge that they may be relied upon in considering my application, and I understand that any omission or falsely answered statement made by me on this application, or any supplement to it will be sufficient grounds to deny employment or for my discharge should I become employed with the school district.

Applicant Signature _____ Date _____

*An applicant is not required to include information about offenses involving sealed records, satisfactory completion of probation, or successful completion of a pretrial diversion program. However, expungement or discharge pursuant to Penal Code section 1203.4 does not relieve you of the obligation to answer questions truthfully when applying for a public teaching position. Penal Code section 1203.4 provides that a change of plea or dismissal of charges after termination of probation pursuant to an order does not relieve the defendant from disclosing the conviction in response to any questionnaire or application for licensure by any state or local agency.

Note: It is permissible to ask an applicant for employment if he/she is currently out on bail or on his/her own recognizance pending trial.

Have you ever been convicted of a crime (felony or misdemeanor)? Yes No

If answered "YES", attach a written statement of explanation.

Please print or type all information.

LEGAL NAME _____
Last First Middle

ADDRESS _____
Number Street Apartment Number

City State Zip Code Email Address

TELEPHONE (____) _____ (____) _____
Home Cell

Position for which you are applying: Subject(s), grade level(s), or other certificated position(s);

First Preference _____ Second _____

WORK EXPERIENCE OTHER THAN TEACHING:

Position	Dates		Name, Address, and Telephone of Employer
	From	To	

REFERENCES:

(If you have no teaching experience, please list three (3) references.)

Name and Telephone	Title/Position	Address
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Qualified applicants will have their files kept active for **SIX MONTHS**. If you wish to keep your file active beyond six months, you must notify the Division of Personnel Services **in writing**.

It is a policy of the Desert Sands Unified School District not to discriminate on the basis of sex, age, religion, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, color, mental disability, or physical disability for access to its educational programs and activities, or in the recruitment and employment of personnel, or for membership in advisory groups or committees. Lack of English language skills will not be a barrier to admission and participation in career/technical education programs. District employees work in a smoke-free environment. Complaints, inquiries, or translation requests related to gender equity, nondiscrimination and uniform complaint procedures should be directed to: Sherry Johnstone, Assistant Superintendent, Personnel Services, Desert Sands Unified School District, 47-950 Dune Palms Road, La Quinta, CA 92253, (760) 771-8687. Inquiries related to 504's should be directed to: Harry Muñoz, Director of Alternative Education, Desert Sands Unified School District, 47-950 Dune Palms Road, La Quinta, CA 92253, (760) 771-8555.