

Perseus House Charter School of Excellence

Hamilton Center, 2931 Harvard Road, Erie, PA 16508 ~ (814) 459-3954 voice ~ (814) 459-1050 fax
Leadership Center, 1511 Peach Street, Erie, PA 16501 ~ (814) 480-5914 voice ~ (814) 454-9859 fax
Maritime Center, 426 Eagle Point Boulevard, Erie, PA 16511 ~ (814) 459-5070 voice ~ (814) 459-5072 fax
Skills Center, 1309 French Street, Erie, PA 16501 ~ (814) 651-9089 voice ~ (814) 455-1450 fax



CHARTER SCHOOL OF
EXCELLENCE

APPLICATION FOR EMPLOYMENT

PERSEUS HOUSE, CHARTER SCHOOL of EXCELLENCE

is an Equal Opportunity Employer. You are not required to give any information on this form that is prohibited by applicable laws.

ANY OFFER OF EMPLOYMENT MAY BE CONDITIONED UPON THE RESULTS OF POST-OFFER MEDICAL EXAMINATIONS AND/OR INQUIRIES WHICH ARE REQUIRED OF ALL ENTERING EMPLOYEES AND UPON PASSAGE OF TESTS DESIGNED TO MEASURE YOUR ABILITY TO PERFORM THE ESSENTIAL FUNCTIONS OF THE POSITION OFFERED.

Use additional sheet if this form does not provide sufficient space for you to complete your answer to any item.

I. PERSONAL DATA

- a. Name in Full _____
Address _____ Phone No. _____
City _____ State _____ Zip Code _____
- b. Are you over 21 years of age? _____
- c. Do you have a legal right to accept employment in the United States? _____ If "No", please explain: _____

- d. Will Act 33 (Child Abuse), Act 34 (Criminal), Act 48 (Continuous Education) and PDE/FBI background checks reveal any offenses? _____
If "Yes" please explain: _____

- e. Do you have a valid driver's license? _____ If "Yes", please give state and license number. _____

II. POSITION DESIRED:

- a. First Choice: _____
Second Choice: _____
- b. Wages Expected: _____

An Award-Winning Private Non-Profit Corporation



- c. Please list briefly any qualifications you have that relate to the position(s) for which you are applying.

- d. Have you ever worked for Perseus House, Charter School of Excellence before? _____ If “Yes”, please give dates and position you held. _____

- e. Are you employed now? _____ If “Yes”, please state where, how long you have worked there, your current position, and the name of your immediate supervisor: _____

- f. Have you ever worked in Education before? _____ If “Yes”, please state where and for how long? _____

- g. Can you perform the functions of the job desired with or without accommodation? Yes_____ No_____ If “No”, what accommodations do you require? _____

III. EDUCATION

	Name and Location of School	Course of Study	Did you Graduate?	Type of Degree
High School				
College/University				
Trade, Business or Other School				

- a. Please list any special courses, training, seminars, workshops, etc. which you have completed that might relate to the position(s) for which you are applying: _____

- b. Please list any licensed, certificates or professional accreditations you hold that might relate to the position(s) for which you are applying. _____

IV. EMPLOYMENT HISTORY

Give name and addresses of all previous employers (including Civil Service). Please list most recent position first and then your other positions in descending order.

Employer's Name and Address	Immediate Supervisor's Name	Kind of Work	Date Started	Date Left	Reason for Leaving

- a. Have you ever served in any branch of the military service? _____ If "Yes" please list branch of service _____

V. PERSONAL REFERENCES (Do not use relatives)

- a. Name _____ Phone _____
Address _____
- b. Name _____ Phone _____
Address _____
- c. Name _____ Phone _____
Address _____

VI. OTHER INFORMATION

- a. Have you any "sideline" business interests? _____
Describe _____
- b. Why would you like to work for Perseus House, Charter School of Excellence? _____
- c. Please provide any other information not requested that you feel will be helpful to Perseus House, Charter School of Excellence in evaluating your suitability for employment. _____

I hereby certify that the foregoing statements are true and correct to the best of my knowledge and belief and hereby grant Perseus House, Charter School of Excellence permission to verify such answers and investigate work and personal references. **I understand that any false statements on this application or in any interview may be considered sufficient reason for rejection of this application or for dismissal if such false information is discovered subsequent to my employment. I further acknowledge and understand that the making of a false or incomplete statement on this Application will constitute willful misconduct as an employer has the right to expect prospective employees and current employees to be honest and forthcoming when providing information upon which employment is based.** I understand that no representation made by Perseus House, Charter School of Excellence or its supervisors, whether in writing or made orally, constitutes a contract of employment or implies any promise or limitation regarding specific policies or benefits, etc, or limits Perseus House's Charter School of Excellence rights to discharge me without notice or liability to me for salary or wages, except such as many have been earned up to the date of termination of service. I also understand that my salary, wages, benefits and other terms or conditions of employment are subject to change by Perseus House, Charter School of Excellence and, if hired, I will be notified of these changes. I also agree, if hired, that upon termination of employment with Perseus House, Charter School of Excellence whether upon my decision or Perseus House's Charter School of Excellence, that Perseus House, Charter School of Excellence may offset and deduct advances, employee purchases, loans and losses or damages which Perseus House, Charter School of Excellence sustains as a result of my willful or negligent acts. I hereby agree to take physical and other examinations whenever required by Perseus House, Charter School of Excellence. I also understand that Perseus House, Charter School of Excellence has established a smoke free environment in many areas of the organization and has banned the use of all smoking materials in these areas by employees while on the premises. I authorize the employers, schools, or persons named above to give any information regarding my previous employment, character, general reputation and personal characteristics, together with any information that they have regarding me whether or not it is in their records. I hereby release said agency, employers, schools, or persons from all liability for any damage issuing this information. I agree, if hired, by Perseus House, Charter School of Excellence that I may be transferred at will to any school according to our organization's needs. In addition, if accepted for employment, I hereby agree to abide by the rules and regulations of Perseus House, Charter School of Excellence.

SIGNED: _____ DATED: _____