

Mendham Township School District
Office of the Superintendent
18 West Main Street
P. O. Box 510
Brookside, NJ 07926

Employment Notice

SUBSTITUTE CUSTODIAN NEEDED

Must Be Available to Work Flexible Hours

Interested candidates should complete the attached employment application and return it to the Board of Education Office at the address above.

att: Thomas Kryger, School Business Administrator

TKryger@Mendhamtp.org

Employment Subject to Valid Criminal History Report

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

EMPLOYMENT APPLICATION

Substitute Custodian or Summer Custodian Help

Mendham Township Board of Education

18 W. Main St., POB 510, Brookside, NJ 07926
 Phone 973-543-7107 Ext. 328
 Fax 973-543-5537

- Substitute Custodian
 Summer Help

Please PRINT Legibly

Date Application Completed _____ / _____ / 20____

Name _____
 Last First Middle Maiden or Other Last Name

Address _____
 POB# & Street City State Zip Code

Home Tele. () _____ Cell No. () _____

E-Mail _____ Emergency Contact _____

Have you worked in a New Jersey Public School? No _____ Yes _____ What District _____

Have you had a Tuberculin Test (Mantoux)? No _____ Yes _____ When _____

Have you had fingerprints taken for NJ Public School employment? No _____ Yes _____ When _____ / _____ / 20____

When can you start working? _____ What days & hours can you work _____

*All public school employees are required to complete a **Criminal History** check.*

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Yes _____ No _____

Proof of citizenship or immigration status will be required before employment in order to comply with the Immigration Reform and Control Act of 1986.

Education

High School & Other	Address	City & State	Year Graduated

Work Experience -List Most Recent First

Employer Name	Address & Phone	Dates of Employment From / To	Position Held & Wage

Please **PRINT**

EMPLOYMENT APPLICATION

List all skills and experience you have that would benefit you on the job you are seeking. _____

References with full address & telephone number

Name	Street Address City/State	How long have you known them?	Relationship	Phone

Applicant's Statement

- I understand that if selected for employment, I will be hired provisionally and that my continued employment will be subject to approval by the New Jersey State Department of Education based upon the results of the Federal and State criminal history background check. I hereby certify, under penalties of perjury, that I have not been convicted of any crime or disorderly person's offense involving sexual offenses, child molestation, or endangering the welfare of children or incompetents.
- I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not intended to be a contract of employment. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand that I am required to abide by all rules and regulations of the Mendham Township School District.

Official Notice of Code Amendment Arrest Reporting Requirements For Certificated Staff-N.J.A.C.6A:9-17.1(c)

- All certificate holders shall report their **arrest or indictment for any crime or offense to their Superintendent within fourteen calendar days**. The report shall include the date of the arrest or indictment and charge(s) lodged against the certificate holder. Such certificate holder shall also report to their Superintendent the **disposition of any charges within seven calendar days** of the disposition. Failure to comply with these reporting requirements may be deemed "just Cause" pursuant to N.J.A.C. 6A:9-17.5. School districts shall make these requirements known to all new employees and to all employees on an annual basis.

I have read & understand the above _____ / _____ / 20____
Signature of Applicant *Date*