

# NON-CERTIFIED APPLICATION

Date of Application \_\_\_\_/\_\_\_\_/\_\_\_\_

Date Available to Begin \_\_\_\_/\_\_\_\_/\_\_\_\_

480.545.6646 - Gilbert Elementary  
 480.545.8011 - Gilbert Early College  
 480.984.5645 - East Mesa  
 480.257.5362 - Online Academy  
 480.655.6787 - Mountain View  
 520.568.7800 - Maricopa  
 928.535.2410 - Flagstaff

Human Resources Department:  
 480.633.0414 480.558.7038 - Fax  
[Resumes@LeadingEdgeAcademy.com](mailto:Resumes@LeadingEdgeAcademy.com)

## LEAD Charter Schools

Leading Edge Academy Gilbert Elementary  
 Leading Edge Academy Gilbert Early College  
 Leading Edge Academy East Mesa  
 Leading Edge Academy Online  
 Leading Edge Academy Mountain View  
 Leading Edge Academy Flagstaff  
 Leading Edge Academy Maricopa

[www.leadingedgeacademy.com](http://www.leadingedgeacademy.com)

### PERSONAL DATA

Social Security Number		Driver's License Number		State	
Applicant's Last Name		Applicant's First Name		Middle	Maiden, if applicable
Phone Number	Cell Phone	Email Address	Other Email		
Present Address			Permanent Address (If Different)		
City	State	Zip + four	City	State	Zip + four

Have you previously applied with LEAD Charter Schools? \_\_\_\_\_ If yes, give date \_\_\_\_\_

Have you been previously employed with LEAD Charter Schools? \_\_\_\_\_  
 If yes, give position \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_ Location \_\_\_\_\_  
Month/Year                      Month/Year

Position(s) applying for \_\_\_\_\_

Campus(s) applying for \_\_\_\_\_

Gilbert Campus   
  Mountain View   
  East Mesa   
  Maricopa   
  Online Campus   
  Network Office

Indicate any professional licenses or certificates you hold:

Type of License \_\_\_\_\_ Field \_\_\_\_\_ Date of Expiration \_\_\_\_\_

### EDUCATION

Highest Level of Education:   
 No degree   
 Bachelors Degree   
 Masters Degree   
 Doctorate

	Name & Address of School Attended	Dates Attended	Degree Earned	Major	Minor	Areas with 24+ hours
High School						
College or University						
College or University						
Other Education						
Other Education						

# LEAD Charter Schools NON-CERTIFIED APPLICATION (con't)

**PAST EMPLOYMENT HISTORY**

Have you ever been involuntarily terminated from the employment of a previous position?  Yes  No  
 If yes, give the name of employer, the date, and the reason for the termination. \_\_\_\_\_

Have you voluntarily resigned from a position?  Yes  No      How much notice did you give? \_\_\_\_\_  
 If yes, explain. \_\_\_\_\_

**EMPLOYMENT HISTORY (Begin with most recent employment)**

Name and Address of Company	Employment Dates	Rate of Pay	Job Title
Describe in detail the work you did:			
Supervisor:	Reason for leaving:		
Telephone:			

Name and Address of Company	Employment Dates	Rate of Pay	Job Title
Describe in detail the work you did:			
Supervisor:	Reason for leaving:		
Telephone:			

Name and Address of Company	Employment Dates	Rate of Pay	Job Title
Describe in detail the work you did:			
Supervisor:	Reason for leaving:		
Telephone:			

# LEAD Charter Schools NON-CERTIFIED APPLICATION (con't)

EMPLOYMENT HISTORY (continued)			
Name and Address of Company	Employment Dates	Rate of Pay	Job Title
Supervisor:	Describe in detail the work you did:		
Telephone:			
Reason for leaving:			

REFERENCES				
Name & Address	Email Address	Occupation	Relationship	Phone Number

PROFESSIONAL DATA
Publications / Articles written _____ _____
Professional organizations and offices held _____ _____
Seminars / Workshops conducted _____ _____
Other related professional activities _____ _____
Why do you desire to leave your present position? _____ _____

# LEAD Charter Schools NON-CERTIFIED APPLICATION (con't)

## CRIMINAL RECORD CHECK

Have you been convicted of a felony or any offense involving moral turpitude, including, but not limited to theft, rape, murder, swindling, or any offense involving a child or minor?  Yes  No

If "yes", state the nature of the alleged offense, where and when the offense occurred. \_\_\_\_\_

Have you received probation or deferred adjudication for any offense other than a misdemeanor traffic violation?  Yes  No

If "yes", please explain. \_\_\_\_\_

LEAD Charter Schools will consider the nature and gravity of any alleged offense of conviction, and the relationship between the offense and the position for which you are applying. The above provisions shall not be construed to prevent consideration of an arrest record with respect to the qualifications of an applicant where arrests have resulted in indictments or information against an individual and where these indictments or information are for felonies or misdemeanors involving moral turpitude even though there is no actual conviction.

## NOTICE TO APPLICANTS

1. You need to submit your Driver's License and AZ Fingerprint Clearance Card or apply for one when hired.
2. Should you be selected for an interview, a representative of LEAD Charter Schools will contact you.

## APPLICANT'S STATEMENT

I authorize the references listed to give you information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all such parties from any liability for any damage that may result from furnishing this information to you. I understand that the LEAD Charter Schools System is required by AZ Department of Education to obtain criminal history record information on applicants selected for employment.

I affirm that all information provided in this application is true and accurate to the best of my knowledge. I also understand that an employment contract based upon information contained in this application that later proves to be false or incomplete shall result in the contract becoming null and void. Furthermore, I understand that this application and records become the property of LEAD Charter Schools, which reserves the right to accept or reject them.

\_\_\_\_\_  
*Signature of applicant*

\_\_\_\_\_  
*Date*

LEAD Charter Schools, 633 E. Ray Rd. Ste.#132, Gilbert, Arizona 85296 480.633.0414  
480.545.8011 - Gilbert Early College      480.655.6787 - Mountain View (Queen Creek)      480.984.5645 - East Mesa  
480.545.6646 - Gilbert Elementary      520.568.7800 - Maricopa      480.257.5362—Online  
[www.LeadingEdgeAcademy.com](http://www.LeadingEdgeAcademy.com)

LEAD Charter Schools is an equal opportunity employer and does not discriminate against any applicant on the basis of race, color, religion, gender, national origin, age, or disability.

## FOR OFFICIAL USE ONLY

Date Received \_\_\_\_\_ Date Processed \_\_\_\_\_ Hire Date \_\_\_\_\_

Supervisor Signature \_\_\_\_\_

Authorized Signature \_\_\_\_\_

D.L. \_\_\_\_\_ FCC \_\_\_\_\_ Transcript \_\_\_\_\_ Certification \_\_\_\_\_ Highly Qualified \_\_\_\_\_

Notes: