



CITY OF SACRAMENTO

Instructor Application

Leisure Enrichment

4623 T Street, Sacramento CA 95819

Phone: (916) 808-5641 / Fax: (916) 808-3565 / bharris@cityofsacramento.org

APPLICANT INFORMATION

Last Name		First		M.I.	Date
Street Address				Apartment/Unit #	
City		State		ZIP	
Phone		E-mail Address			
Social Security Number (Required for payment)					
Proposed Class					
Have you taught this course before? YES <input type="checkbox"/> NO <input type="checkbox"/>					
Location			Dates		
May we contact them as a reference?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	Phone: ()
Location			Dates		
May we contact them as a reference?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	Phone: ()
Location			Dates		
May we contact them as a reference?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	Phone: ()

EDUCATION

High School		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
College		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

REFERENCES

Please list two professional references.

Full Name		Relationship			
Company		Phone ()			
Address					
Full Name		Relationship			
Company		Phone ()			
Address					

RELATED EMPLOYMENT

Company		Phone ()
Address		
Job Title		
Responsibilities		
From	To	Reason for Leaving

May we contact your previous supervisor for a reference? YES NO

Company		Phone ()
Address		Supervisor
Job Title		
Responsibilities		
From	To	Reason for Leaving

May we contact your previous supervisor for a reference? YES NO

CONVICTIONS: Convictions of a crime is not necessarily a bar to provide contract services to the City of Sacramento. Each case is considered separately based on the services provided. Some services may require a FINGERPRINING check as verification. You may omit: a) Traffic violations (driving under the influence convictions must be reported); b) Any conviction committed prior to your 18th birthday which was finally adjudicated in Juvenile Court or under a youth offender law; c) Any incident sealed under Welfare and Institutions Code Section 781 or Penal Code Section 1203.45; d) Any marijuana conviction more than two (2) years old, described in labor code section 432.8.

Have you ever been convicted by a court of a misdemeanor? YES NO

Have you ever been convicted by a court of a felony? YES NO

If "YES" to "1" or "2", state WHAT Conviction, WHEN, WHERE, and DISPOSITION of CASE

DISCLAIMER AND SIGNATURE

Contract Instructors are contracted with the City to provide instruction for specialty recreation activities, and are therefore not employees of the City of Sacramento. Contract Instructors shall be dismissed at any time if the Department finds their instruction to be inadequate or their behavior, attitude, or appearance to be unacceptable. Please attach any additional information about yourself that would further explain your desire to be a Contract Instructor. I certify that all statements in this application are true and complete. I agree and understand that any incorrect statements or omissions of material facts herein will cause forfeiture on my part of all rights to contracting with the City of Sacramento. I authorize the City of Sacramento to investigate any of the information provided by me. I also authorize the previous employers, persons and references named or any other person named to give any and all information regarding employment, scholastic records, together with all other job related information that may or may not be on record. I release all individuals who provide information to the City from all liability regarding the use of such information.

Signature	Date
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