

# SANTA CLARITA VALLEY SCHOOL FOOD SERVICES AGENCY

*An Equal Opportunity Employer*  
25210 Anza Drive, Valencia, California 91355  
(661) 295-1574  
[www.scvschoolnutrition.org](http://www.scvschoolnutrition.org)

## APPLICATION FOR EMPLOYMENT

**TO ALL APPLICANTS:** We appreciate your interest in employment with the Santa Clarita Valley School Food Services Agency (SCVSFSA). A clear understanding of your qualifications, background and work history will aid us in considering you for the position that best meets your qualifications.

**TO CURRENT SCVSFSA EMPLOYEES:** This information aids us in considering you for the position that best meets the Agency's needs. Your application is valid only for the current job position you are applying for and not for future openings. **NOTE:** If more than one opening is listed for the same job position on the job posting, (i.e., multiple NA1 positions at various work locations), only submit one application. **Both sides of this application must be completed.**

### PERSONAL INFORMATION

<b>Name:</b>	<b>Home Phone Number:</b>
<b>Present Street Address:</b>	<b>Cell Phone Number:</b>
<b>City, State, &amp; Zip Code:</b>	<b>E-Mail Address:</b>
<b>Position You Are Applying For:</b>	
<b>Personal References We May Contact (Name &amp; Phone Number):</b>	
Can you obtain permission to work in the United States legally? <input type="checkbox"/> YES <input type="checkbox"/> NO (check one)	
<b>NOTE:</b> If you are offered a position with SCVSFSA (a public school entity), per California law you will be required to submit to a fingerprint-based criminal record background investigation conducted by the Department of Justice (DOJ), and you must be cleared prior to employment. <i>A conviction itself does not necessarily void your chances for employment.</i>	
Are you currently employed by SCVSFSA? <input type="checkbox"/> YES <input type="checkbox"/> NO (check one)	If you checked "YES", you are a: <input type="checkbox"/> PERMANENT EMPLOYEE <input type="checkbox"/> SUBSTITUTE (check one)
If you checked both "Yes" and "Permanent Employee" above, please list your job title, work location & contracted hours:	

### EDUCATIONAL BACKGROUND

<b>Name &amp; Location of High School:</b>	<b>Check One:</b> <input type="checkbox"/> High School Diploma <input type="checkbox"/> GED <input type="checkbox"/> None <input type="checkbox"/> Other (please describe): _____
<b>Describe any college or vocational training experience:</b>	

### WHOM TO NOTIFY IN CASE OF EMERGENCY

<b>Name:</b>	<b>Relationship:</b>
<b>Work Phone:</b>	<b>Home Phone:</b>

### CALIFORNIA RETIREMENT SYSTEMS

Are you currently, or have you ever been, a member of:

- (CalSTRS) California State Teachers' Retirement System?  YES  NO (check one)
- (CalPERS) California Public Employees' Retirement System?  YES  NO (check one)
- Any other Public Retirement System in California?  YES  NO (check one)

**APPLICATION CONTINUED ON REVERSE SIDE**

**EMPLOYMENT HISTORY (list present or most recent employer first)**

- ✓ Please provide below all requested information – do not write “see resume”.
  - You are welcome to attach a resume to your application.
- ✓ Please use a separate sheet if additional space is needed.
- ✓ If you do not have experience in a paid position, you may include volunteer work or equivalent experience.

**Employer’s Name, Address, & Phone Number:** *I authorize SCVSFSA to contact this employer (see NOTE below)*  Yes  No

<b>From Date:</b>	<b>To Date:</b>	<b>Supervisor’s Name &amp; Title:</b>
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<b>Job Title:</b>	<b>Reason for Leaving:</b>
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**Briefly describe your job duties:**

**Employer’s Name, Address, & Phone Number:** *I authorize SCVSFSA to contact this employer (see NOTE below)*  Yes  No

<b>From Date:</b>	<b>To Date:</b>	<b>Supervisor’s Name &amp; Title:</b>
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<b>Job Title:</b>	<b>Reason for Leaving:</b>
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**Briefly describe your job duties:**

**Employer’s Name, Address, & Phone Number:** *I authorize SCVSFSA to contact this employer (see NOTE below)*  Yes  No

<b>From Date:</b>	<b>To Date:</b>	<b>Supervisor’s Name &amp; Title:</b>
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<b>Job Title:</b>	<b>Reason for Leaving:</b>
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**Briefly describe your job duties:**

**NOTE: By checking “Yes”, I authorize SCVSFSA to inquire, and this current or former employer to respond to, SCVSFSA inquiries regarding my current or previous employment.**

I certify that all statements contained in this application are true to the best of my knowledge. I understand that false statements shall be sufficient cause for dismissal or disqualification from employment consideration. I hereby release SCVSFSA, its Board, agents, employees and all references or previous employers listed herein from any liability for any injuries or damages that may result from furnishing such information to SCVSFSA, as well as from the use or disclosure of such information by SCVSFSA or any of its agents or employees.

<b>Date</b>	<b>Applicant’s Signature</b>
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**SCVSFSA is an equal opportunity employer and does not discriminate on the basis of the person’s actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, or sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics.**