

Imperial Valley College Upward Bound Program

Employment Application

Program:

Upward Bound _____ Upward Bound Math & Science _____

Academic Component:

Tutorial Centers _____ Saturday Instruction _____ Workshops _____

Summer Components:

Summer Residential _____ Summer Bridge _____ Summer Non-Residential _____

Dear Upward Bound Applicant:

Thank you for your interest in the Upward Bound Program at Imperial Valley College. The following checklist is provided for your assistance in ensuring your application is complete. The following documents are required and must be submitted:

_____ **Resume**

_____ **Completed application**

_____ **Unofficial transcripts**

_____ **College Students: Tell us about yourself, and about your plans for the future.** One page double spaced

_____ **Instructors: Tell us about your dream course, what would it be if you could teach it during Saturday Sessions or Summer Programs? And why? Select one or more courses:** Mathematics through Pre-Calculus, Laboratory Science, Foreign Language, Composition, Literature, Fitness for Life/Physical Education, Career, Study Skills or Computers. One page double spaced

_____ **Upward Bound Experience or Alum _____ years in program**

Please verify that your application is complete by checking each applicable item. Please sign and date the checklist and return it with your Application for Employment.

Signature: _____ Date: _____

Imperial Valley College

Upward Bound Program

Application for Employment

Position Applying for : _____ Date of Application: _____

PERSONAL DATA:

Last Name: _____ First Name: _____ MI: _____
 Address: _____ Apt. #: _____
 City: _____ State: _____ Zip Code: _____
 Home Phone # (____) _____ Cell Phone #: (____) _____
 Social Security #: _____ - _____ - _____ Date of Birth: _____ IVC G # _____
 E-mail Address: _____

EMERGENCY CONTACT:

(Provide information of a relative or friend who does not live with you, but who may be contacted in the event of an emergency)

Last Name: _____ First Name: _____ MI: _____
 Address: _____ Apt. #: _____
 City: _____ State: _____ Zip Code: _____
 Home Phone # (____) _____ Cell Phone #: (____) _____
 Relationship: _____ Work Phone #: (____) _____

EDUCATIONAL BACKGROUND:

Elementary/Secondary Education: (Circle highest level of education) 1 2 3 4 5 6 7 8 9 10 11 12

School: _____ Location: _____

College or University

School: _____ Location: _____

Dates Attended: From: _____ (mo/yr) To: _____ (mo/yr) Degree: _____ No. of Units: _____

Major: _____

Other trade, technical, business, or military courses that relate to this position: _____

Instructional Credentials: _____ **First Aid Certificate:** _____

Type: _____ Date Issued: _____ Credential #: _____

Issued By: _____ Date expires: _____ State: _____

College Students:

Last Math Class Taken: _____ Grade Received: _____

Last English Class Taken: _____ Grade Received: _____

TUTORIAL EXPERIENCE:

MATH:	<input type="checkbox"/> Algebra I/CPM I	<input type="checkbox"/> Geometry/CPM II	<input type="checkbox"/> Algebra II/CPM III
	<input type="checkbox"/> Math Analysis	<input type="checkbox"/> Calculus	<input type="checkbox"/> Trigonometry
ENGLISH:	<input type="checkbox"/> Language & Composition	<input type="checkbox"/> American Literature	<input type="checkbox"/> World Literature

EMPLOYMENT HISTORY: (List from present or most recent to past employers)

Employer: _____ Supervisor: _____ Address: _____ City: _____ State: _____ Zip Code: _____ Dates Employed: From: _____ (mo/yr) To: _____ (mo/yr) Wages: Begin: _____ End: _____ per: _____ (hr/wk/mo) Description of duties performed: _____ Reason For Leaving: _____
Employer: _____ Supervisor: _____ Address: _____ City: _____ State: _____ Zip Code: _____ Dates Employed: From: _____ (mo/yr) To: _____ (mo/yr) Wages: Begin: _____ End: _____ per: _____ (hr/wk/mo) Description of duties performed: _____ Reason For Leaving: _____
Employer: _____ Supervisor: _____ Address: _____ City: _____ State: _____ Zip Code: _____ Dates Employed: From: _____ (mo/yr) To: _____ (mo/yr) Wages: Begin: _____ End: _____ per: _____ (hr/wk/mo) Description of duties performed: _____ Reason For Leaving: _____

REFERENCES:

Last Name: _____ First Name: _____ MI: _____ Address: _____ Apt. #: _____ City: _____ State: _____ Zip Code: _____ Home Phone # (_____) _____ Work Phone #: (_____) _____ Ext. _____ Occupation: _____
Last Name: _____ First Name: _____ MI: _____ Address: _____ Apt. #: _____ City: _____ State: _____ Zip Code: _____ Home Phone # (_____) _____ Work Phone #: (_____) _____ Ext. _____ Occupation: _____

I hereby certify that all statements on this application are true and complete to the best of my knowledge and belief.

I understand that false statements on application material, constitutes fraud in securing employment and is basis for non-retention under the California Education Code.

Signature: _____ Date: _____