

Selinsgrove Area School District's APPLICATION FOR "SEAL OF EMPLOYABILITY"

Use the following application to apply for the "Seal of Employability." This application should be completed thoroughly with accurate information. To receive the "Seal of Employability," you must meet all criteria including a complete and accurate application. Do not leave any section of the application blank that should be completed. Provide all information requested by printing in ink or typing. Use the 'TAB' key to move through the document.

GENERAL INFORMATION

Name (Last)	(First)	(Middle Initial)	Home Telephone () -
Address (Mailing Address)	(City)	(State)	(Zip)
E-Mail Address		Are you legally entitled to work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Other Telephone () -			

EDUCATION AND TRAINING

High School(s) Attended (List all that may apply)	Graduation Year	Cumulative GPA
Clubs, Activities, Athletic Teams		

WORK EXPERIENCE/RELEVANT JOB EXPERIENCES (Most Recent First) Proof of successful employment or three relevant job experiences are required. The relevant job experiences may include Job Shadowing, Job Interviews, Internships or other approved experiences.)

Employer	Telephone Number () -	From (Month/Year)
Address		
Job Title	Supervisor	To (Month/Year)
Specific Duties or Experience		Hours Per Week
Reason For Leaving if Employed		May We Contact This Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Employer	Telephone Number () -	From (Month/Year)
Address		
Job Title	Supervisor	To (Month/Year)
Specific Duties or Experience		Hours Per Week
Reason For Leaving if Employed		May We Contact This Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Employer	Telephone Number () -	From (Month/Year)
Address		
Job Title	Supervisor	To (Month/Year)
Specific Duties or Experience		Hours Per Week
Reason For Leaving if Employed		May We Contact This Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

SPECIAL SKILLS (List all pertinent skills that you feel make you a potential good employee. Be sure to list any equipment that you can operate or tech skills that make you a potential good hire.)

(Maximum 1000 characters)

SOFT SKILLS (Employers look for soft skills to ensure you can work well with others. Please answer the following questions to ensure employability.)

LEADERSHIP – Provide a time when you have shown leadership in an organization or school setting. That leadership does not have to be an officer position. It could be a subtle as leading another student in a group project or helping another student in an after school activity.
COMMUNICATION – Provide an example of how well you communicate. Try to include both verbal and written communication.
TEAMWORK – Provide an example of when you have worked with others to work towards a common goal. Explain how working as a team was effective.

RECOMMENDATIONS (You must get three teacher endorsements which would support your employability.)

	Name Printed	Signature		Date
Teacher 1	_____	_____		_____
Teacher 2	_____	_____		_____
Teacher 3	_____	_____		_____

DISCIPLINE (You must get the Vice Principal’s signature to ensure that you have not had any discipline incidents that would prevent you from obtaining the award.)

	Name Printed	Signature		Date
Asst. Principal	_____	_____		_____

I certify the information contained in this application is true, correct, and complete. I understand that, if awarded the “Seal of Employability”, false statements reported on this application may be considered sufficient cause for revocation of award.

Signature of Applicant _____ Date _____

DO NOT WRITE BELOW THIS LINE – FOR SCHOOL OFFICIALS USE ONLY

- | | |
|---|---|
| <input type="checkbox"/> Completed Application
<input type="checkbox"/> Maximum Absences not exceeded
<input type="checkbox"/> Maximum Tardies not exceeded | <input type="checkbox"/> GPA Requirement
<input type="checkbox"/> Successful completion of Random Drug Testing
<input type="checkbox"/> 3 Relevant Job Experiences or Part Time Job |
|---|---|

This student has successfully completed the “Seal of Employability” application and met the required criteria to receive this award.

Signature of School Official _____ Date _____