

Diocese of St. Thomas in the Virgin Islands

Catholic Schools Office
PO Box 1825
St. Thomas Virgin Islands

APPLICATION FOR EMPLOYMENT

Please select the school location that you are interested to apply.

Please Print

_____	_____	_____	_____
Last Name	First Name	M. I.	Social Security Number

Physical Address

Mailing Address

Phone Number (s)

POSITION INTERESTED

_____ Elementary _____ Junior High _____ Secondary

LOCATION

_____ St. Mary Catholic School _____ St. Patrick Catholic School _____ St. Joseph Catholic School

EMPLOYMENT HISTORY

Begin with current or last job. Include military service. If you include volunteer activities, you may exclude organizations that indicate race, color, religion, national origin, disability or other protected status.

1. Employer : _____ From/To: _____

Address: _____ Phone Number: _____

Duties and responsibilities:

Salary: _____

Job Title: _____

Reason for leaving: _____

EDUCATION

Years Completed 12 16 18 20 20 +

School: _____

School Address: _____

Diploma/Degree: _____

Elementary: _____

High School: _____

College/University: _____

Graduate School: _____

Specialized Training, Apprenticeship, Extracurricular Activities:

EMPLOYMENT HISTORY

Begin with current or last job. Include military service. If you include volunteer activities, you may exclude organizations that indicate race, color, religion, national origin, disability or other protected status.

2. Employer : _____ From/To: _____

Address: _____ Phone Number: _____

Duties and responsibilities:

Salary: _____

Job Title: _____

Reason for leaving: _____

EDUCATION

Years Completed 12 16 18 20 20 +

School: _____

School Address: _____

Diploma/Degree: _____

Elementary: _____

High School: _____

College/University: _____

Graduate School: _____

Specialized Training, Apprenticeship, Extracurricular Activities:

EMPLOYMENT HISTORY

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3. Employer : _____ From/To: _____

Address: _____ Phone Number: _____

Duties and responsibilities:

Salary: _____

Job Title: _____

Reason for leaving: _____

EDUCATION

Years Completed 12 16 18 20 20 +

School: _____

School Address: _____

Diploma/Degree: _____

Elementary: _____

High School: _____

College/University: _____

Graduate School: _____

Specialized Training, Apprenticeship, Extracurricular Activities:

References other than Previous Employers or Relatives

1. _____ Phone Number: _____
2. _____ Phone Number: _____
3. _____ Phone Number: _____

APPLICANT ACKNOWLEDGEMENT

(The applicant understands that neither this document nor any offer of employment from this employer constitutes an employment contract unless a specific document is executed in writing by the employer and employee)

I certify that answers given in this application are true and complete to the best of my knowledge. I authorize investigation into all statements I have made on this application as may be necessary for reaching an employment decision.

In the event I am employed, I understand that any false or misleading information I knowingly provided in my application or interview may result in discharge and/or legal action. I understand also that if employed, I am required to abide by all rules and regulations of the employer and any special agreements reached between the employer and me.

Signature of the applicant

Date