

UNION CITY AREA SCHOOL DISTRICT  
107 CONCORD STREET  
UNION CITY, PA 16438  
Phone: (814) 438-3804 Fax: (814) 438-2030  
District website: [www.ucasd.org](http://www.ucasd.org)

## DISTRICT EMPLOYMENT APPLICATION

When complete, please turn in your application, along with the following documents, to the School District Administration Office at 107 Concord Street, Union City, PA 16438.

The following documents are required prior to being added to the agenda for school board approval:

- Signature sheet from School Board Policies "Acceptable Use of Instruments of Technology" and "Use of Social Media"
- Arrest/Conviction Report and Certification form
- Commonwealth of PA Sexual Misconduct/Abuse Disclosure Release form(s) (Act 168)

The following documents will be required before any school board approved person may begin employment:

- Pennsylvania State Police Request for Criminal Record Check
- Pennsylvania Child Abuse History Clearance
- FBI Criminal History Record (fingerprint check)
- Recognizing and Reporting Child Abuse training certificates (Act 126)
- Proof of Current Tb test

*Additionally, the completed Act 168 form(s) must be received by the Superintendent's Secretary from the current/former employer(s) prior to employment.*

Date \_\_\_\_\_

NAME \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

COMPLETE ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_ ALTERNATE PHONE # \_\_\_\_\_

**EDUCATION**

High School \_\_\_\_\_ Highest Grade Completed \_\_\_\_\_

College/Business School/Technical School \_\_\_\_\_

Years Attended \_\_\_\_\_ Degree \_\_\_\_\_

Other Education \_\_\_\_\_

\_\_\_\_\_

**PREVIOUS EMPLOYMENT**

PLACE	POSITION	DATES	HOURLY PAY

**PROFESSIONAL REFERENCES**

Please list three people who can be contacted for reference information.

NAME	ADDRESS	PHONE NUMBER

Please list any other previous experience applicable to the position for which you are applying.

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Union City Area School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex and handicap in its activities, programs or employment practices as required by Title VI, Title IX, and Section 504.