



**MENDOCINO COLLEGE
APPLICATION FOR ACADEMIC EMPLOYMENT**

1000 Hensley Creek Road, Ukiah, California 95482
(Telephone) 707-468-3024 (Fax) 707-467-1023

POSITION APPLIED FOR: _____

DATE: _____

Please complete the **entire** application. You may attach additional information such as a cover letter and a resume to further demonstrate your education, skills and abilities qualify you for the position.

CONTACT INFORMATION						
Name (Last, First, MI):				Email Address:		
Mailing Address (Street or P.O. Box, City, State, Zip)				Contact Telephone (1):	Contact Telephone (2):	
EDUCATION (beyond high school)						
Institution	City, State	Major	Minor	Degree	Date Rec'd	Units
Semester units earned after Bachelor's Degree:						
Semester units earned after Master's Degree:						
PROFESSIONAL REFERENCES						
Name	Title	Organization	Telephone Number (Day)			

The Mendocino-Lake Community College District is committed to employing qualified administrators, faculty, and staff members who are dedicated to student success. The Board recognizes that diversity in the academic environment fosters cultural awareness, promotes mutual understanding and respect, and provides suitable role models for all students. The Board is committed to hiring and staff development processes that support the goals of equal opportunity, equity and diversity, and provide equitable consideration for all qualified candidates.

NAME: _____

RELEVANT NON TEACHING EXPERIENCE (most recent first)					
Employment Dates		Employer and Address	Supervisor and Title	Full-Time or Part-time %	Duties
From	To				
Position Title		Telephone Number			
Employment Dates		Employer and Address	Supervisor and Title	Full-Time or Part-time %	Duties
From	To				
Position Title		Telephone Number			
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From	To				
Position Title		Telephone Number			

I authorize any current or former employer, former school or college attended, or any person listed as a supervisor and/or reference, to provide information to the District about my present or prior employment, prior educational experience, or any other information relating to my application for employment.

I declare or certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

EXECUTED AT: _____
City State

ON THIS: _____
Day Month Year

SIGNATURE: _____

Please return the completed forms and send along with any attachments, via e-mail to: HRrecruiting@mendocino.edu or fax to 707-467-1023.

APPLICANT SURVEY
MENDOCINO COLLEGE

To assist Mendocino College in complying with Equal Employment Opportunity regulations, please complete the following voluntary survey and submit it along with your application materials. Once received, the form will be separated from your application materials and kept confidential. Thank you.

NAME : _____ FEMALE _____ MALE _____

POSITION APPLIED FOR _____

Ethnicity (check one):

_____ AFRICAN-AMERICAN

_____ AMERICAN INDIAN/ALASKAN NATIVE

_____ ASIAN/PACIFIC ISLANDER (Chinese, East Indian, Japanese, Korean, Laotian, Cambodian, Vietnamese, Other Asian)

_____ HISPANIC/LATINO (Central American, Mexican/Mexican-American, Chicano, South American, Other Hispanic)

_____ WHITE-NON-HISPANIC

Disability

The Americans with Disabilities Act states that a disabled person is anyone who:

1. has a physical or mental impairment which substantially limits one or more major life activities
2. has a record of such impairment; or
3. is regarded as having such an impairment

Do you have a disability? Yes _____ No _____

If yes, please identify: _____

If you have a disability and require reasonable accommodation with our selection process, contact Human Resources at (707) 468-3024, Room 1160.

How did you hear about this position?

_____ Newspaper - which one _____

_____ Other _____

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