



# Oak Grove Educators Association

CTA-NEA 4810 Harwood Road Suite 101, San Jose, CA 95124-5281 (408) 363-1646 FAX (408) 363-3521 [www.ogea.org](http://www.ogea.org)

## OGEA EMPLOYMENT POSITION: Office Coordinator 2020-2021

APPLICANT INFORMATION									
Last Name			First			M.I.		Date	
Street Address					Apartment/Unit #				
City			State			ZIP			
Phone			E-mail Address						
Are you a citizen of the United States?			YES	NO	If no, are you authorized to work in the U.S.?			YES	NO
EDUCATION									
High School			Address						
			Did you graduate?	YES	NO	Degree			
College			Address						
			Did you graduate?	YES	NO	Degree			
Other			Address						
			Did you graduate?	YES	NO	Degree			
REFERENCES									
<i>Please list three professional references.</i>									
Full Name			Relationship						
Company			Phone						
Address									
Full Name			Relationship						
Company			Phone						
Address									
Full Name			Relationship						
Company			Phone						
Address									



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## PREVIOUS EMPLOYMENT

Company		Phone
Address		Supervisor
Job Title		
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference?		YES NO
Company		Phone
Address		Supervisor
Job Title		
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference?		YES NO
Company		Phone
Address		Supervisor
Job Title		
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference?		YES NO

## DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my termination.

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Signature \_\_\_\_\_ Date \_\_\_\_\_