



CLAYSBURG-KIMMEL SCHOOL DISTRICT

531 Bedford St
Claysburg PA 16625
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<https://cksdbulldogs.com>

Dear Applicant:

We are pleased that you are interested in being considered for employment in the Claysburg-Kimmel School District. This is an excellent school system in which to work and we actively seek out outstanding people to join our staff.

In order for your application to be considered by our administrators, you will need to provide the following:

The Application Form – Please complete all sections of the application form. You may wish to submit a copy of your resume with the application. It is essential that the addresses and telephone numbers of your employers and references are current since we will be contacting them.

Once you have been considered as a candidate for the position, you will need the following:

Background Checks – School Districts are required to obtain three clearances from new employees: PA Child Abuse History Clearance, PA State Police Criminal History Clearance and FBI Criminal History Clearance (Fingerprints). You do not need to apply for these background checks until you are selected as candidate for the job. Information for obtaining these clearances can be found on the District Website at the following web address: https://www.cksdbulldogs.com/district/employment/act_153_of_2014. It is your responsibility to obtain and pay for these clearances.

Should you be employed by the Claysburg-Kimmel School District, you will be required to have an employee physical and drug test, an I-9 Statement of Employment Eligibility and a 3-hour Mandated Child Abuse and Reporting Training.

If you have any questions about our application procedures or that status of your application, please feel free to contact the School District Administrative Office at (814) 239-5141 x1328.

We look forward to considering your application for employment.