

MASON COUNTY EASTERN SCHOOLS

**PRE-EMPLOYMENT INVESTIGATION AND PHYSICAL
EXAMINATION APPLICANT ACKNOWLEDGEMENT,
AUTHORIZATION, CONSENT, AND RELEASE**

I, the undersigned Applicant for employment with Mason County Eastern Schools, do hereby acknowledge, authorize, and consent to a pre-employment investigation to be conducted by agents of Mason County Eastern Schools for the purpose of confirming and verifying the contents of my application for employment, resume, and/or letter of interest submitted by me and/or to confirm or verify any verbal representations made or to be made by me with respect to my consideration for employment with Mason County Eastern Schools.

Further, I do hereby acknowledge, authorize, and consent to agents of Mason County Eastern Schools to contact any or all of my personal references, former or current employers, and any other persons and organizations deemed necessary by the investigating agents for the purpose of making pre-employment inquiries and obtaining information concerning my character, reputation, and/or work record and experience.

Also, I do hereby authorize and consent to agents of Mason County Eastern Schools to contact any child protection agencies or registries, law enforcement authorities, and/or judicial authorities and to make pre-employment inquiries and to obtain any information and/or records related to me to determine if I have committed or have been convicted of any crimes and if there are any felony charges pending, including the nature of the crimes committed and/or the pending felony charges.

I hereby authorize and consent to the release of any information, written or verbal, and/or any documentation regarding my character, reputation, work record and experience from any person, including my present and/or former employers, upon the request of the agents of Mason County Eastern Schools conducting the pre-employment investigation.

I do hereby waive written notice of the disclosure of any disciplinary reports, reprimands, and/or actions from my current or former employers.

Also, I do hereby release any person providing information and/or documents concerning my character, reputation, and/or work record and experience to agents of Mason County Eastern Schools pursuant to the pre-employment investigation from any and all claims and/or liability whatsoever for any damages and/or consequences which may result therefrom.

I hereby acknowledge and understand that if I should be employed by Mason County Eastern Schools, my application for employment and other related information as deemed appropriate for retention will become a permanent part of my personnel file; and that if any representations, omissions, or statements made by me during the pre-employment screening process, which are contained therein, are subsequently discovered to be false or misleading, the discovery thereof may result in my discharge.

In making this application for employment, I understand that an investigation may be made whereby information is obtained through personal interviews or other contacts with my neighbors, friends, or others with whom I am or have been associated or acquainted or who may have knowledge of the above information regarding me. These inquiries may include, as appropriate, information as to my character, general reputation, personal characteristics, and mode of living. I understand that I have the right to make a written request of Mason County Eastern Schools, within a reasonable period of time, to receive additional and detailed information about the nature and scope of such investigation.

I do hereby release Mason County Eastern Schools, its individual Board members, employees, and/or agents from any and all claims and/or liability whatsoever for any damages or consequences which may result from the pre-employment investigation and/or physical examination, including the drug screening test (if applicable), related to my consideration for employment with Mason County Eastern Schools.

Furthermore, should I be conditionally offered employment in a position with Mason County Eastern Schools, I do hereby acknowledge that I may be required to undergo a physical examination as a precondition and prerequisite to my employment with Mason County Eastern Schools, and I do hereby authorize and consent to do so. I do hereby acknowledge, authorize, and consent to a drug-screening test as part of the physical examination and to give blood, urine, hair and/or tissue specimens to the medical/clinical personnel of the medical facility or laboratory designated to administer the prescribed test and submit myself to the prescribed clinical procedures for the test and to submit to other follow-up testing as may be necessary to determine the presence of drugs or drug residue in my body as an indication of drug use.

Further, I do hereby acknowledge, authorize, and consent to the release of the test results and other medical information obtained by the physical examination to the officials, administrative authorities, and agents of Mason County Eastern Schools for review and inspection which will be considered and may govern the final decision and determination of whether I will be employed or not.

I do hereby acknowledge and understand that if I refuse at any time to submit to any portion of the physical examination and/or drug screening test, I will not be hired.

READ CAREFULLY. THIS DOCUMENT CONTAINS A RELEASE.

Dated: _____

(Full name - please print)

Signature of Applicant