



Code: **GCCB/GDCB**
Adopted: 10/17/95
Reviewed/Readopted: 7/21/98, 3/16/04
Reviewed: 12/2010

Application for Employment

All applications for employment shall be received and processed by the personnel services department.

Applications shall be separated according to administrative, supervisory, licensed or classified positions. All applications shall be receipt-dated and reviewed for completeness.

All applications shall then be kept on file in the personnel services department for a period of **12** months.

The district shall determine the application procedure and requirements for administrative, supervisory, licensed and classified positions.

END OF POLICY

Legal Reference(s):

[ORS 326.051](#)
[ORS 334.125 \(5\)](#)
[ORS 342.934](#)
[ORS 659.015](#)
[ORS 659.029](#)
[ORS 659.030](#)
[ORS 659.035](#)
[ORS 659.037](#)
[ORS 659.150](#)
[ORS 659.230](#)
[ORS 659.270](#)
[ORS 659.340](#)
[ORS 659.410 - 659.430](#)
[OAR 581-021-0045](#)
[OAR 581-024-0245](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C.A., Section 2000(d) (West 1985)

Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C.A., Section 2000(e) *et seq.* (West 1985)

Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C.A., Section 621 (West 1985)

Age Discrimination Act of 1975, as amended, 42 U.S.C.A., Section 6101 (West 1985)

Equal Pay Act of 1963, as amended, 29 U.S.C.A., Section 206(d) (West 1985)

Rehabilitation Act of 1973, 29 U.S.C.A., Sections 504, 791, 793 and 794 (West 1985)

Title IX of the Education Amendments of 1972, 20 U.S.C.A., Sections 1681, 1682 and 1683 (West 1985).

Americans with Disabilities Act of 1990, 42 U.S.C. Section 12101 *et seq.* 29 CFR Part 1630; 28 CFR Part 35