

****SUPPORT STAFF APPLICATION****

Position Applied For: _____ Date of Application: _____

**COMMUNITY R-VI SCHOOL DISTRICT
35063 Hwy BB
Ladonia, MO 63352**

PHONE: 573-492-6223 OR 573-373-2331 FAX: 573-492-6268

Home of the *TROJANS*

Last Name First Name Middle Initial

Address: _____

Phone: During Day (____) _____ Other (____) _____

Return to: Office of the Superintendent
Community R-VI School District
35063 Hwy BB
Ladonia, MO 63352-3017

An Affirmative Action Equal Opportunity Employer

******EDUCATION******

Secondary School

Name of High School	Location

Undergraduate College Education

College or University and Location	Years Attended	Hours	Degrees	Date Received

******WORK EXPERIENCE******
(Begin with most recent)

Name and Location	Position	# of Years	Full/ Part Time	Last Wage or Salary

******PERSONAL DATA******

Social Security Number _____

What is your present position? _____

Reasons for desiring a change _____

Are you drawing retirement benefits from the Public School Retirement System or Non-Teacher Retirement System of Missouri? - YES / NO

Are you employed by any other district on a permanent basis? - YES / NO

Person to notify in case of accident or emergency

Name _____ Phone # (____) _____

Address _____

Street Address

City

State

Zip Code

REFERENCES

List only those QUALIFIED to pass judgment on your qualifications for the position you seek.

Address Must be Complete

Name and Position	Street Address	City, State, ZIP	Phone

If appointed to the staff are you willing to accept assignments where your services are needed? If not, list those assignments you cannot accept. Yes ____ No _____

Additional remarks by applicant, if any

Employment Questions:

1. Have you ever been arrested for, or charged with or convicted of a felony or misdemeanor? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00)
2. Have you ever pleaded guilty or no contest to a felony or misdemeanor? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00)
3. Has the Missouri Division of Family Services or a similar agency in any other state or jurisdiction, ever issued a determination or finding of cause or reason to believe or suspect that you have engaged in physical, emotional, psychological or sexual abuse or neglect of a child?
4. Have you ever failed to be re-employed, asked to resign, or given the choice of resigning or be terminated by an educational institution?

If the answer to any of the foregoing questions is "yes" please explain; use a separate sheet if necessary:

Please read and sign statements on the following page.

APPLICATION RETENTION PROVISION: This application for employment shall be considered active for a period of time not to exceed one year. Any applicant wishing to be considered for employment beyond this time period should again inquire as to whether or not applications are being accepted at that time.

ADA NOTICE: The District considers applicants for all positions without regard to race, color, religion, sex, national origin or ancestry, age, pregnancy, veteran's status, disability which (with or without reasonable accommodation(s), if requested) does not interfere with the performance of essential job functions, or any other legally protected status. If you have a disability which may require accommodation for you to participate in our application process (including filling out this form, interviewing or any other pre-employment procedure or requirement), please make us aware of any accommodation you feel is needed prior to attempting to complete such procedure or requirement.

RECORDS CHECK: I agree and consent to have criminal records checks, Division of Family Services child abuse checks and arrest records checks as conditions to consideration of my application for employment. I understand that disclosure of past criminal convictions includes disclosures for suspended imposition if sentence was imposed.

FALSIFICATION CLAUSE: I certify that answers given in this application and resume are true and complete to the very best of my knowledge. In the event of employment, I understand that false or misleading information given in this application or interview(s) may result in discharge at any time after it's discovery.

RELEASE OF INFORMATION: I hereby authorize my former employers and references to furnish any information about me and my work experience. I release my former employers and references from any and all liabilities or damages of any nature because of furnishing such information. My reference and former employers may rely on a copy of this release.

Signature of Applicant _____

Date _____