

**ELDORA-NEW PROVIDENCE
COMMUNITY SCHOOL DISTRICT**

SUPPORT STAFF EMPLOYMENT APPLICATION

Please fill in all blanks or circle yes/no. If information required is not applicable, please fill in by placing an N/A in that blank. Please make copies (keep your originals) of all materials that you submit.

Application Date:	<input type="text"/>	Date Available:	<input type="text"/>
Name:	<input type="text"/>	Social Security #:	<input type="text"/>
Address:	<input type="text"/>	City/State/Zip:	<input type="text"/>
Home Phone:	<input type="text"/>	Work Phone:	<input type="text"/>

Position(s) for which you are applying:

Have you served in the U.S. Military? **Yes No**

(If yes, please list branch, dates, rank, location of duty and discharge status.)

U. S. Citizen? **Yes No**

Are you legally eligible to work in the United States? **Yes No**

Required Information (Have you ever been charged, admitted to, plead no contest to or have been convicted of a felony or misdemeanor - excluding traffic violations)? **Yes No**

If yes, please provide date, incident, city (county)/state of charge:

Are you listed on a sex offender registry? **Yes No**

Are you listed on the Department of Human Services' Child Abuse Registry? **Yes No**

Has any civil or criminal complaint, or any other written complaints, ever been made against you relating to sexual abuse, sexual harassment or physical abuse? **Yes No**

Please explain:

Have you ever terminated your employment or had your employment terminated for reasons relating to illegal activities or allegations of sexual abuse or physical abuse? **Yes No**

Please explain:

PLEASE NOTE: Responding "yes" to any of the previous questions is not an automatic bar to employment. The date of the offense and the relationship between the offense and the position for which you are applying will be considered.

Education (Please list your education, starting with the most recent - place additional on back):

College/University/ High School/Attended	Location	Degree/Major/ Minor Fields	Add'l Hours	Dates Attended/ Graduated

Work Experience (List your work/qualifying experiences for the previous 10 years, starting with the most recent - place additional on a separate sheet): If the work below includes student teaching provide the name and phone number of the supervising faculty and teacher. Do not include any substitute teaching.

Employer: Dates Employed:

Address: City/State/Zip:

Position: Supervisor's Name/Phone:

Duties/Responsibilities/Skills:
(Include extra-curricular)

Reason For Leaving:

Employer: Dates Employed:

Address: City/State/Zip:

Position: Supervisor's Name/Phone:

Duties/Responsibilities/Skills:
(Include extra-curricular)

Reason For Leaving:

Employer: **Dates Employed:**

Address: **City/State/Zip:**

Position: **Supervisor's Name/Phone:**

Duties/Responsibilities/Skills:
(Include extra-curricular)

Reason For Leaving:

Please list any volunteer activities; special skills, licenses or training that would enhance your qualifications for the job(s) for which you are applying.

Professional References (List at least three related to employment – place additional references on a separate sheet):

Reference's Name: **Phone Work/Home:**

Address: **City/State/Zip:**

Relationship:

Reference's Name: **Phone Work/Home:**

Address: **City/State/Zip:**

Relationship:

Reference's Name: **Phone Work/Home:**

Address: **City/State/Zip:**

Relationship:

I hereby certify that the above information, to the best of my knowledge, is true, accurate and complete. Any misrepresentation or willful omissions of fact shall be sufficient cause for disqualification of this application or termination of employment. I authorize verification of any of this information. I understand that prior to employment, a criminal background check, including the list of sex offenders and the child abuse registry will be done.

I authorize all current and former employers to release any information concerning my background.

I understand that this application is not a contract of employment. I understand that a physical must be completed prior to employment. I also understand that according to federal law all individuals who are hired must, as a condition of employment, produce certain documentation to verify their identity and U.S citizen status or their legal authorization to work in the U.S. I further agree if employed, I will accept assignments to grade level, subjects, and activities made by the superintendent and/or Eldora-New Providence Community School Board of Education.

Signature: Date:

Please return to: Superintendent of Schools, Eldora-New Providence Community School, 1010 Edgington Avenue, Eldora, IA 50627.

12/20/2016