

SUPPORT STAFF APPLICATION



NORTH WOOD R-IV

3734 N HWY 19

SALEM, MO 65560

PHONE: 573-729-4607

FAX: 573-729-8714

The North Wood R-IV School District considers applicants for all positions without regard to race, color, religion, sex, national origin or disability. If you have a disability or handicap 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 accommodations you feel are necessary. If you have any questions, complaints or concerns about any pre-employment procedure or requirement, including completing this application, or about the district policy of non-discrimination, you may contact Jeff Dodson at 573-729-4607.

All applicants are expected to answer all questions on this application. Answer "none" or "not applicable" where necessary.

Date _____

Last Name	First Name	Middle Name
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Social Security Number _____ - _____ - _____

Current Address _____

Street	City	State	Zip
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Current Phone (_____) _____ - _____

Permanent Address _____

Street	City	State	Zip
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Date Available _____

Position(s) for which you are applying _____

Skills you possess pertaining to the position(s) for which you are applying:

Educational Preparation:

Name & Location	Dates of Attendance	Name of Degree	Major	Hrs. Under Grad.	Hrs. Grad.	Overall GPA
High School						
College/University						
Business/Trade Schools						

Work Experience

Employer Name & Address	Position	Dates of Employment	Number of Years	Supervisor's Name	Phone Number

References

Name	Address	Phone	Position

Employment Questions:

1. Have you ever been arrested for, charged with or convicted of a felony or misdemeanor? (Excluding traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00)

2. Have you ever plead guilty or no contest to a felony or misdemeanor? (Excluding 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, psychological or sexual abuse or neglect of a child?

4. Have you ever failed to be re-employed by an educational institution?

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

READ CAREFULLY BEFORE SIGNING

I acknowledge and agree to the following provisions as conditions to consideration of my application for employment:

1. I hereby authorize my current and former employers and references to furnish any information about me and my work experience. I release my current and former employers and references from any and all liabilities or damages of any nature as a result of providing such information. My current and former employers and references may rely on a signed copy of this release.
2. I understand and consent to having criminal and arrest records checks as well as background checks by the Missouri Division of Family Services as a condition for consideration of my application for employment.
3. I certify that the answers given in this application are true and complete to the very best of my knowledge. In the event I am employed by the district, and in the further event that I have provided false or misleading information in this application or in subsequent employment interviews, I understand that my employment may be terminated at any time after discovery of the false or misleading information.

4. I understand that this application will be kept on file for one year. I understand that if I wish my candidacy to remain open after that time, I must submit another application.

Signature

Date

Do Not Write Below This Line – For Administrative Use Only

Date Received: Application _____ Transcripts _____
Letters of Reference _____

Date Interviewed: _____ Interviewed By: _____

Date and Time Applicant Notified: _____

Date and Time Applicant Accepted: _____

Position Offered: _____

Salary Step and Level: _____

