

# USD 284 NON-CERTIFIED PERSONNEL

## EMPLOYMENT APPLICATION

Note: *Please print or complete electronically. Complete and orderly applications are preferred.*

Date This Application Was Completed:

USD 284 Non-Certified Position Applied For:

NAME:

Last

First

Middle

ADDRESS:

Number and Street

City

State

Zip

HOME TELEPHONE:

BUSINESS TELEPHONE:

EMAIL ADDRESS:

Are you over the age of 18?

yes

no

Computer Skills:

Do you hold a valid drivers license?

yes

no

State

type

### EDUCATION

	Name	Years Attended	Diploma/Degree
High School			
College			
Other			

**WORK EXPERIENCE**

**Note: Please list entire and complete work history, including: Name of Employer, Address, Employment Dates, Pay/Salary, and Reason for Leaving**

Professional Resume:      yes                  no                  Is it attached?      yes                  no

**Why are you seeking to change positions or why did you leave your last position?**

**Have you ever been dismissed or asked to resign from employment?**

yes

no

If yes, please explain:

**Please list all of your jobs skills, training and experience that would apply to this position.**

**Are you aware of any reason that you would not be able to perform the duties set out in the job description of the position for which you are applying?**

yes

no

If yes, please explain:

**REFERENCES**

**Note:** Please list a minimum of **4 personal** references who are not related to you.

	Name	Position/Where	Phone number
Personal Reference 1			
Personal Reference 2			
Personal Reference 3			
Personal Reference 4			

## AGREEMENT

I agree to the following:

1. I certify that all the information provided by me in this application is true and complete. I understand that any misstatement, falsification, or omission of information is grounds for refusal to hire or, if I am hired and the same is discovered thereafter, terminated.
2. I authorize any of the personal and professional references in this application to give you any and all information concerning my previous employment, education, or any other information, personal or otherwise, with regard to any of the subjects covered by this application, and I release all such parties from all liability for any damages that may result from furnishing such information to you. I authorize any background checks by any third party.
3. I authorize you to request, receive, and verify all information given on this application and I release you from all damages that may result from your doing so.
4. I authorize you to conduct a criminal background and/or drug test investigations using any and all methods necessary to successfully complete such investigations and I release you from all liability for any damages that may result from your doing so.
5. I agree to observe all rules, regulations and policies of the district now in force and effect or as they may change during my employment, if I am hired by the district.
6. I understand and agree that my employment may require a criminal history background check and that any offer of employment is conditional and subject to termination, without further proceedings and without reference to any other law or contractual agreement, if the results of the criminal history records check reveal that I have been convicted of any offenses specified in law.

Signature of Applicant

Date