

Rock Creek U.S.D. 323

201 S. 3rd Street, P.O. Box 70
Westmoreland, KS 66549-0070
(785)457-3732, (785)457-3701 Fax

**Application For Employment
CLASSIFIED POSITION**

Check Appropriate Boxes:

<input type="checkbox"/> Custodial	<input type="checkbox"/> Full Time
<input type="checkbox"/> Food Service	<input type="checkbox"/> Part Time
<input type="checkbox"/> Instructional Aide	<input type="checkbox"/> Substitute
<input type="checkbox"/> Maintenance	<input type="checkbox"/> Summer
<input type="checkbox"/> Secretarial	
<input type="checkbox"/> Transportation	

Name: _____ Date: _____
Last First Middle

Home Address: _____ Social Security Number: _____

_____ Drivers License No. and Type, if applicable:

Phone: _____ Email address: _____
Cell: _____

Will you receive KPERS benefits in the next year? _____

Can you perform the essential job functions as outlined in the job description for which you are applying?

Have you ever been convicted of a felony or any offense involving moral turpitude? If so, when, where, and nature of offense? _____

EDUCATION

School/College/University	Course(s)	Dates Attended	Diploma/Cert./Credits

ADDITIONAL INFORMATION

List the different kinds of job related skills you possess which are applicable to the position for which you are applying: _____

List special courses or training which are applicable to the position for which you are applying: _____

WORK EXPERIENCE

List most recent experience first.

<i>Name of Employer</i>	<i>Supervisor</i>	<i>Duties/Type of Work</i>	<i>From: To:</i>
<i>Address of Employer</i>	<i>(and) Phone #</i>	<i>Reason for Leaving</i>	<i>Total Yrs.</i>

REFERENCES

List former employers as well as personal references who may be contacted regarding your ability and past performance.

Name	Address	Phone	Nature of Association

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, termination.

I authorize any of the persons or organizations referenced 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.

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.

I authorize you to conduct a criminal background investigation using any and all methods necessary to successfully complete such investigation, and I release you from all liability for any damages that may result from your doing so.

Applicant's Signature

Date

U.S.D. 323 is an equal opportunity employer and does not discriminate in its employment practices and policies with respect to compensation, terms, conditions or privileges of employment because of such individual's race, color, religion, sex, age, disability or national origin.

(Revised 9/13/06)

