

Classified

Application

Contact Information

Position applying for: _____

Date _____ ate available for employment _____

Last Name _____ First Name _____ Middle _____

Social Security Number _____

Street Address _____ P.O. Box _____

City _____ State _____ Zip _____

Telephone _____ Cell Phone _____

Message Phone _____ Email _____

Describe your qualifications for this position:

Education

School	Location of School	Course of Study	Years Completed	Did you graduate?	Degree or Diploma
College/University				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Business/Trade Sch.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
High School				<input type="checkbox"/> Yes <input type="checkbox"/> No	

Skills

Office Equipment	Training/Length of Time	Experience/Length of Time
Computer		
Software Programs		
Typewriter		
10-Key		
Other (Specify)		

If applying for a substitute position:

Employment Availability Monday Tuesday Wednesday Thursday Friday

Designate the preferred guest teaching grade level for which you are applying (if you have a preference):

Elementary Junior High Senior High

Employment History Start with your present or most recent employer

Company Address Supervisor Telephone May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No	Employed (state month and year) From _____ to _____ State job title & describe work: Reason for leaving:
---	---

Company Address Supervisor Telephone May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No	Employed (state month and year) From _____ to _____ State job title & describe work: Reason for leaving:
---	---

Company Address Supervisor Telephone May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No	Employed (state month and year) From _____ to _____ State job title & describe work: Reason for leaving:
---	---

Company Address Supervisor Telephone May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No	Employed (state month and year) From _____ to _____ State job title & describe work: Reason for leaving:
---	---

References

Name	Address	Official Position	Telephone Number

If the answer is YES to any of the questions below, the following applies:

- A personal written explanation must accompany the application;
- If your misdemeanor conviction is less than five (5) years old, relevant court documents must accompany this application;
- All felony convictions require relevant documents from the arresting law enforcement agency and the court that oversaw the final disposition;
- The existence of a criminal record does not constitute an automatic bar to employment.

1. Have you ever voluntarily resigned from a position to avoid criminal charges in Idaho or any other state?	<input type="checkbox"/> YES <input type="checkbox"/> NO
2. Have you ever been arrested or charged with a felony or misdemeanor?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3. Have you ever been convicted of any felony or misdemeanor in any state, federal, or military court? (See NOTE below. Do not include convictions for minor traffic violations.)	<input type="checkbox"/> YES <input type="checkbox"/> NO
4. Are you currently under investigation or facing any pending criminal charges in Idaho or in any other state?	<input type="checkbox"/> YES <input type="checkbox"/> NO
5. Have you complete the background check required for the State of Idaho?	<input type="checkbox"/> YES <input type="checkbox"/> NO

Note: For the purpose of this application, conviction means:
 ALL instances in which a plea of guilty or nolo contendere is the basis of conviction;
 ALL proceedings in which a sentence has been suspended, deferred, or withheld; and,
 ALL proceedings in which the prosecution was deferred.

Have you completed the Praxis exam to meet federal requirements as a paraprofessional? If yes, please provide documentation to the district.	<input type="checkbox"/> YES <input type="checkbox"/> NO
---	--

Conditions of Employment

- Applicants may not be discriminated against because of sex, age, race, color, ancestry, exceptionality, national or ethnic origin, religion, conditions of birth or disability, or political relationships.
- Applications and all required documents become the property of School District No. 233 upon receipt.
- Assignment within the district is made by the Board of Trustees or its designee.
- All recommendations for hire are tentative offers. Employment is contingent upon board approval and successful completion of federal background check and drug-free workplace pre-employment screenings.

I hereby certify that the information contained in this application is a true and complete statement of my personal record to date. If employed, any misstatement or omission of fact on the application may result in my dismissal.

 Signature (email Receipt will be used in lieu of signature for electronic submissions) Date of Application