

**CHILHOWEE R-IV SCHOOL DISTRICT
101 SW STATE ROUTE 2
CHILHOWEE, MO 64733
660-678-2511**

APPLICATION FOR A SUPPORT STAFF POSITION

The 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 accommodation you feel is necessary. If you have any inquires, complains or concerns about any pre-employment procedure or requirement, including completing this application, or about the District policy of non-discrimination, you may contact the Superintendent at (660)678-2511.

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

Other names that may appear on your transcripts or records:

Social Security Number - -

Current Address

Street

City

State

Zip

Current Phone() -

Permanent Address

Street

City

State

Zip

Permanent Phone() -

E-mail

Address

Date Available

References:

Name	Address	Phone	Position

Employment Questions:

1. Have you ever been arrested for, or charged with or convicted of a felony or misdemeanor? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00)
2. Have you ever pleaded guilty or no contest to a felony or misdemeanor? (Exclude 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 find of cause or reason to believe or suspect that you have engaged in physical, emotional, 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 and information about me and about 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 the answers given in the 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 the 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 considered active through June 30th. I understand that if I wish my candidacy to remain open after that date I must submit another application.

Signature

Date

Do Not Write Below This Line - For Administrative Use Only

Date Received: Application Credentials Transcripts

Date interviewed: Interviewed by:

Date and time: Applicant notified

Date and time: Applicant accepted

Position offered:

Salary step and level:

APPLICANT QUESTIONS

Name: _____ Social Security# - - -

Please respond the following questions in your own handwriting.

1. Why have you chosen the position for which you are applying as your profession?

2. Describe how you would be able to help the students in our School District.

3. Write a brief autobiography focusing on the important people and events in your life.