

APPLICATION

MARIES CO. R-I SCHOOL DISTRICT

300 Fourth St.
Vienna, MO 65582
Phone 573-422-3304
Fax 573-422-3185

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 inquiries, 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 the Superintendent of Schools at 573-422-3304.

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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Other names that may appear on your transcripts or records:

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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Permanent Phone _____

Date Available _____

APPLICATION

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	OVERALL GPA
HIGH SCHOOL		N/A	N/A	N/A	N/A
COLLEGES/ UNIVERSITIES					
BUSINESS/ TRADE SCHOOLS					

Work Experience:

EMPLOYER NAME & LOCATION	POSITION	DATES OF EMPLOYMENT	NUMBER OF YEARS	SUPERVISOR	PHONE

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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 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 that as a condition of employment, the district will obtain my fingerprints and other information necessary to conduct a criminal record review and participate in the state and national Rap Back Programs per Board Policy GBEB-C-AP1.
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 considered active through August 31. 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 _____ Transcripts _____ Letters of Reference _____

Date interviewed: _____ Interviewed by: _____

Date and time: Applicant notified _____

Date and time: Applicant accepted _____

Position offered: _____

Salary/Salary Schedule (step and level): _____

APPLICATION

APPLICANT QUESTIONS

Name: _____ Social Security # _____

Please respond to the following questions in your own handwriting.

1. What skills do you possess that make you a highly qualified applicant for this position?
2. What experiences have you had that have prepared you to take on this position?
3. Describe three qualities that you feel are important for a person to have to be successful in this position. Why do you feel they are important?
4. What can you provide the Maries County R-1 School District that maybe no other applicant can and what do you feel makes you the best candidate for this position?