

**EMPLOYMENT APPLICATION**

**NETTLETON PUBLIC SCHOOLS**

**3300 One Place**

**Jonesboro AR 72404**

**(870) 910-7800**

Date \_\_\_\_\_

Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Street City State Zip

Social Security Number \_\_\_\_\_  
If you are under 18 years of age, please give your date of birth: \_\_\_\_\_

Have you previously been employed with Nettleton? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, give dates \_\_\_\_\_ and position \_\_\_\_\_

Position for which you are applying \_\_\_\_\_

Can you perform the job-related functions of this position? \_\_\_\_\_

Do you wish to work:  
Full-time permanently \_\_\_\_\_ Full-time temporarily \_\_\_\_\_  
Part-time permanently \_\_\_\_\_ Part-time temporarily \_\_\_\_\_

Will you work overtime if asked? Yes \_\_\_\_\_ No \_\_\_\_\_

When will you be available for work? \_\_\_\_\_

Dates of Military Service \_\_\_\_\_

Do you have any relatives currently working for the Nettleton School District? \_\_\_\_\_  
If yes, give name(s) \_\_\_\_\_

U.S. Citizen? Yes \_\_\_\_\_ No \_\_\_\_\_ If no, do you have a work permit? \_\_\_\_\_

Do you have a current, valid driver's license? \_\_\_\_\_ CDL? \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_ Explain \_\_\_\_\_

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**EDUCATION**

Circle the highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12

High School Name and Location \_\_\_\_\_ Date Graduated \_\_\_\_\_

College/ Technical/ Business School \_\_\_\_\_ Dates Attended \_\_\_\_\_ Degree/Certificate \_\_\_\_\_

Nettleton Public School is an Affirmative Action/Equal Opportunity employer. NPS does not discriminate on the basis of race, sex, color, religion, national origin, age, handicap, or veteran status in provision of educational or employment opportunities or benefits. Inquiries concerning these policies should be directed to the office of the Superintendent, Equity Coordinator for Nettleton Public School.

**EMPLOYMENT** (Please start with present or most recent employer)

Employer's Name or Company \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address \_\_\_\_\_  
Name of Supervisor \_\_\_\_\_ Weekly Pay \_\_\_\_\_  
Job Title & Work Description \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Employer's Name or Company \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address \_\_\_\_\_  
Name of Supervisor \_\_\_\_\_ Weekly Pay \_\_\_\_\_  
Job Title & Work Description \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Employer's Name or Company \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address \_\_\_\_\_  
Name of Supervisor \_\_\_\_\_ Weekly Pay \_\_\_\_\_  
Job Title & Work Description \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_ Reason for leaving \_\_\_\_\_

List any additional information you wish to offer:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REFERENCES**

| Name  | Address | Occupation | Phone Number |
|-------|---------|------------|--------------|
| _____ | _____   | _____      | _____        |
| _____ | _____   | _____      | _____        |
| _____ | _____   | _____      | _____        |

Arkansas Act 1314 of 1997 requires criminal background check to be completed on all new employees. Official forms will be provided to applicant to be completed at his/her expense. Any employment is probationary until Arkansas Department of Education notifies this district with the results of the required investigation. Nettleton Public School District may make other investigation of personal character, police or employment record, and I hereby release all persons providing this information from any liability or damages. I understand that permanent employment is dependent upon satisfactory background checks, and that any misrepresentation on this application may be cause for separation from employment, without recourse.

Signature of Applicant \_\_\_\_\_