

NON-LICENSED EMPLOYEE APPLICATION

Name (print) _____

Home Phone Number _____ Cell Phone _____

<u>Non-Licensed Position Desired</u>	<u>Years of Experience/Certification/CDL/License/NAPA</u>
Secretary/Clerk/Bookkeeper	_____
Teacher's Aide/Paraprofessional	_____
Nurse	_____
General Maintenance	_____
Custodian	_____
Cafeteria Worker	_____
Bus Driver	_____
Auto Mechanic	_____
	_____ Full-time _____ Part-time Work



AGREEMENT

I authorize investigation of all statements contained in this application. I understand misrepresentation or omission of facts is cause for dismissal without notice at any time during my employment.

I agree, if employed, to follow all rules and regulations of the district.

I understand by state law that the Board of Education must require all employees to submit a tuberculin test. I further understand and agree this is to be done at my expense.

I agree to notify the district promptly of any change of address during my employment.

DATE _____ SIGNATURE _____

HAMBURG SCHOOL DISTRICT

**202 EAST PARKER
870/853-9851 phone**

**HAMBURG, AR 71646
870/853-2842 fax**

www.hsdliions.org

Hamburg School District is an EQUAL OPPORTUNITY EMPLOYER.

NON-LICENSED EMPLOYEE APPLICATION

Last Name _____ First _____ Middle _____

Mailing Address _____

City _____ State _____ Zip _____

Date of Birth _____ Social Security Number _____

Current Licensing Requirements met _____

Have you ever been employed here? _____ If so, when? _____

Location _____ Date available for work _____

Names of relatives working here _____

Referred by _____

Do you have any physical impairment/s that would interfere with your performance in the position for which you are applying? yes no Explain. _____

LIST THE NAMES OF THREE REFERENCES (NOT RELATIVES).

Name _____ Position _____ Phone _____

Address _____ City/State/Zip _____

Name _____ Position _____ Phone _____

Address _____ City/State/Zip _____

Name _____ Position _____ Phone _____

Address _____ City/State/Zip _____

Have you ever been convicted of a crime (other than a traffic violation) or have you had a record expunged? yes no

If yes, explain fully. _____

Have you ever been discharged or asked to resign from any position? yes no

If yes, explain fully. _____

EDUCATION

High School _____ Date Graduated _____

Address _____ City/State/Zip _____

Trade/Business School _____ Dates Attended _____

City/State/Zip _____ Degree _____

College _____ Dates Attended _____ through _____

City/State/Zip _____ Degree _____

Certifications/Other _____

Have you ever worked with children? _____ If so, where? _____

EMPLOYMENT HISTORY

Employer _____ Date/s _____

Address _____ Position _____

City/State/Zip _____ Phone _____ Salary _____

Reason for leaving _____

Supervisor _____ Phone _____

Employer _____ Date/s _____

Address _____ Position _____

City/State/Zip _____ Phone _____ Salary _____

Reason for leaving _____

Supervisor _____ Phone _____

Employer _____ Date/s _____

Address _____ Position _____

City/State/Zip _____ Phone _____ Salary _____

Reason for leaving _____

Supervisor _____ Phone _____

****Resume may be attached to provide additional information for work experience and education.*

MILITARY SERVICE

Branch of Service _____ Entry Date _____ Discharged _____

Type of Discharge _____ Rank _____

Present Membership: _____ National Guard _____ Reserves _____ Until _____

Explain National Guard or Reserve Commitment _____

What is your present Selective Service Classification? _____