

FREDONIA USD 484

300 North Sixth Street
 Post Office Box 539
 Fredonia, KS 66736
 www.fredoniaks.com

(620) 378-4177
 (620) 378-4345 FAX

Date _____

CHECK THE APPROPRIATE SPACE (S)

- _____ Custodian / Maintenance
- _____ Substitute Custodian
- _____ Secretary / Bookkeeper
- _____ Para / Clerk
- _____ Food Service
- _____ Full-time employment
- _____ Part-time employment
- _____ Previous application
- _____ Former employee of USD 484

**CLASSIFIED EMPLOYMENT
 APPLICATION**

Full Name _____

Address, City, State, Zip Code _____

Home Telephone _____ Business Telephone _____

Cell Phone _____ e-mail address _____

Are you retired from KPERS? _____ Yes _____ No

EDUCATION

	Name of Institution and Location	Type of Degree or Diploma	Dates of Attendance
High School (Last Attended)			
Vocational / Business or Technical School			
College or University			

EXPERIENCE

List most recent work experience first.

Dates of Employment

From	Employer	Address, City, State, Zip	Telephone
To	Supervisor	Job Description	
From	Employer	Address, City, State, Zip	Telephone
To	Supervisor	Job Description	
From	Employer	Address, City, State, Zip	Telephone
To	Supervisor	Job Description	

REFERENCES

Give the names and addresses of three (3) people (no relatives) you have worked with and whom we may call for a reference.

Name	Company/Position	Address	Telephone

Do you type? _____

Have you had bookkeeping experience? _____

Have you had experience working with computers? _____

What software are you familiar with? _____

Please list skills/experience which will help qualify you for this position.

Please add any additional information that you think might enhance your application for employment.

APPLICANT'S STATEMENT

I hereby certify that the above information to the best of my knowledge is true, accurate, and complete. I understand any misstatement, falsification, or omission of information is grounds for refusal to hire. It is understood that this application and records become the property of the District, which reserves the right to accept or reject it.

I authorize the District to conduct work history, personal inquiries of any of the persons referenced in this application, and police record inquiries to give any and all information concerning my previous employment, education, or any other information, personal or otherwise with regard to any of the subjects covered by this application to determine my acceptability for employment. I release all parties from all liability for any damages that may result from furnishing such information to the District.

I authorize you to request, receive, and verify all information given on this application and I release you from all liability for any damages that may result from doing so.

I further acknowledge that if I am employed by the District, my employment will be at-will and may be terminated with or without cause at any time by me or by the District. I have read the job description and the physical requirements of the job and can do the job as stated. I further agree to observe all rules, regulations, and policies of the District.

Signature of Applicant

This application will remain on file for three years from the date of application only; it must be renewed if further consideration for a position is desired.

Fredonia Public Schools require a criminal background check of all applicants prior to hiring. Please complete and sign the following:

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Have you ever been convicted or are you currently charged with the commission of any type of felony?
<input type="checkbox"/>	<input type="checkbox"/>	Have you ever been convicted or are you currently charged with the commission of a misdemeanor involving a minor?
<input type="checkbox"/>	<input type="checkbox"/>	Have you ever been employed by USD 484?

EQUAL EMPLOYMENT BACKGROUND CHECK CONSENT FORM

This is to certify that I have given my consent for USD 484, the Fredonia Public Schools, to complete a background check on me as part of the employment requirements of the district.

I am aware that my employment does not become final until the result of the background check is received by USD 484 and until approved by the USD 484 Board of Education.

I understand and agree that if I am offered provisional employment in the school district that my fingerprints will be taken and a request made for a state and national criminal background check. I further understand that if the results of this criminal history check reveal that I have been convicted of any offense or any attempt to commit any offense specified in K.S.A. 1999 Supp. 72-1397 and amendments thereto that my employment may be terminated.

SIGNATURE _____ DATE _____

Fredonia USD 484 is an Equal Opportunity Employer and does not discriminate on the basis of race, color, age, gender, disability, religion, creed, ancestry, marital status, veteran status or national origin in employment, educational programs or other activities which it operates. Specific complaints of alleged discrimination may be directed to the Superintendent of Schools, 300 North Sixth Street, Fredonia, KS 66736 (620) 378-4177.

Affidavit of Continuous Residency

STATE OF KANSAS
COUNTY OF MONTGOMERY

I, _____, of lawful age and being first duly sworn on my oath, allege and state as follows:

1. That I have been a permanent resident of the State of Kansas for the past _____ years.
2. That I have resided at the following addresses for the last 10 years:

(List most recent first.)

Address (Street Address, Town or city and Zip Code)	From	To

Signature: _____

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20____.

Signature of Authorized Officer