

Brazos School for Inquiry & Creativity

EMPLOYMENT APPLICATION SERVICE AND SUPPORT PERSONNEL *An Equal Opportunity Employer*

Date of Application _____ Social Security No. _____

Name _____
Last First Middle Initial

Current Address _____
Street/Box City State Zip Code

Phone No. _____ E-mail address _____

Other Address, phone, or e-mail address where you may be reached _____

Name used on records if different from present name _____
(to be used for reference checks)

POSITION DESIRED You may check more than one area.

☐ FULL TIME ☐ PART TIME

Paraprofessional

- ☐ Administrative Assistant
- ☐ Assistant Secretary
- ☐ Custodial
- ☐ Instructional Assistant/Aide
- ☐ Food Service

Substitute/Tutors

- ☐ Substitute
- ☐ Tutor
- ☐ Other:

Present Position _____ Date available for employment _____

Former Brazos School employee: Yes _____ No _____, if Yes give dates of service: _____

EDUCATION AND TRAINING

Check highest level attained:

- ☐ Not high school graduate—last grade completed (mark) 1 2 3 4 5 6 7 8 9 10 11 12
- ☐ High School Graduate
- ☐ GED
- ☐ Less than two years in college
- ☐ Two or more years of college (please attach college transcript)
- ☐ Bachelor's degree
- ☐ Master's degree
- ☐ Other training or education _____

Licenses / certifications held _____

High School _____ Location _____

College/University	Location	Degree Type	Major	Minor

Work Experience: Start with your present or last job and work back.

<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Temporary	FROM:	TO:
Name of Employer	Address	Supervisor	Phone Number	
Job Title and work performed:				

<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Temporary	FROM:	TO:
Name of Employer	Address	Supervisor	Phone Number	
Job Title and work performed:				

<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Temporary	FROM:	TO:
Name of Employer	Address	Supervisor	Phone Number	
Job Title and work performed:				

<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Temporary	FROM:	TO:
Name of Employer	Address	Supervisor	Phone Number	
Job Title and work performed:				

<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Temporary	FROM:	TO:
Name of Employer	Address	Supervisor	Phone Number	
Job Title and work performed:				

May we contact your present employer now without jeopardizing your position? _____

OTHER SKILLS

<input type="checkbox"/> Accounts Payable years:	<input type="checkbox"/> Office Clerk years:	<input type="checkbox"/> Payroll years:
<input type="checkbox"/> Bookkeeping years:	<input type="checkbox"/> Secretary years:	<input type="checkbox"/> Data Entry years:
<input type="checkbox"/> Day Care years:	<input type="checkbox"/> Experience w/students years:	<input type="checkbox"/> Typing years:
<input type="checkbox"/> MS Word years:	<input type="checkbox"/> Copy Machine years:	<input type="checkbox"/> Computer years:
<input type="checkbox"/> Custodial years:	<input type="checkbox"/> Carpenter years:	<input type="checkbox"/> Roofer years:
<input type="checkbox"/> Painter years:	<input type="checkbox"/> Electrician years:	<input type="checkbox"/> Groundskeeper years:
<input type="checkbox"/> Air condition repair years:	<input type="checkbox"/> Mechanic years:	<input type="checkbox"/> Bus Driver years:
<input type="checkbox"/> Food Handling years:		

GENERAL INFORMATION

Are you a former Brazos School employee? ☐Yes ☐No give dates of service _____

Name used (If different than on application): _____

Do you have a relative who is a member of the **Brazos School** Board of Education? ☐Yes ☐No

If yes, please give name of relative and relationship: _____

Do you have a relative (immediate or by marriage) that is a member of The Brazos School staff?

☐ Yes ☐ No

Have you been dismissed/terminated from employment? ☐Yes ☐No

If yes, please explain: _____

Are you aware of any reasons you would not be able to perform the duties of the position for which you are applying?

☐Yes ☐No If yes, please explain: _____

Conviction of a crime, deferred adjudication, or imposition of probation is not an automatic bar to employment. The District will consider the nature of the offense, the date of the offense, and the relationship between the offense and the position for which you are applying.

Have you ever been convicted of, plead guilty or plead no contest to a felony or misdemeanor other than a minor traffic violation? ☐Yes ☐No

If yes, please explain: _____

Have you ever been convicted of, plead guilty or no contest to, or received probation, suspension, or deferred adjudication for a felony or offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor)? ☐Yes ☐No If yes, please state where, when, and nature of offense

Please make a statement in your own handwriting concerning your reasons for desiring a position with the Brazos School

Applicant's Statement

I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge, and understand that any deliberate falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.

I authorize the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you.

I understand that the district is required by Texas Education Code S21.917 to obtain criminal history record information on applicants for employment.

This application becomes the property of the district. The district reserves the right to accept or reject it. This application shall be considered active for a period of time not to exceed one year. Any applicant wishing to be considered for employment beyond this time period may inquire as to whether or not applications are being accepted at that time.

Signed: _____ Date_____

We consider applicants for all positions without regard to race, color, national origin, age, religion, sex, marital or veteran status, the presence of a medical condition or handicap that is not job related, or any other legally protected status as required by Title IX, Section 504 and Title VI.