

RIVER ROAD INDEPENDENT SCHOOL DISTRICT

9500 US 287, NORTH

AMARILLO, TEXAS 79108

SERVICE AND SUPPORT PERSONNEL APPLICATION

We consider applicants for all positions without regard to race, color, national origin, age, religion, sex, marital status, veteran or military status, the presence of a medical condition, disability, or any other legally protected status.

An Equal Opportunity Employer

PERSONAL DATA:

Date of Application _____ Social Security Number _____

Name _____
Last First Middle

Current Address _____
Street/Box City State Zip Code

Other address where you may be reached _____

Work Phone _____ Home Phone _____

Other name that may appear on records _____
(Used only for reference checks)

POSITION DATA:

List the position(s) you are applying for _____

Type of employment: _____ Full-time _____ Part-time

Date you can begin work _____

Have you been employed by River Road ISD in the past? ___ Yes ___ No

If you answered yes, provide dates of employment _____

EDUCATION/TRAINING:

Check the highest level of education attained:

____ Not a high school graduate (circle last grade completed) 1 2 3 4 5 6 7 8 9 10 11 12

____ High school graduate _____ GED _____ Less than two years of college

____ Two or more years of college _____ Bachelor's degree

____ Master's degree _____ Other training or education _____

Licenses and certificates held _____

Name and location of schools attended	Course and major/minor	Diploma, degree, certificate, or license held	Year graduated (College Only)

WORK EXPERIENCE:

Please provide a complete list of all positions you have held in the past 10 years. List the most recent first. Attach additional sheets if necessary (bus driver applicants, see addendum). Attach resume if available.

Employer and location	Position/title	Dates employed	Reason for leaving

SPECIAL SKILLS:

List specific skills and any machines or equipment you can operate. Include typing speed and number of years experience.

- 1. _____ 2. _____
- 3. _____ 4. _____
- 5. _____ 6. _____

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GENERAL INFORMATION:

Do you have a relative who serves on the River Road ISD Board of Education? ____ Yes ____ No

If yes, please provide the relative's name and relationship: _____

Do you have a relative who is employed by River Road ISD? ____ Yes ____ No If yes, please provide the relative's name, relationship and position in the district: _____

Have you ever been convicted of, plead guilty or no contest (nolo contendere) 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 the nature of the offense _____

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(A felony conviction is not an automatic bar to employment. The district will consider the nature, date, and relationship between the offense and the position for which you are applying.)

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REFERENCES:

Please list references the district can contact regarding your work history. Include all managers and supervisors who evaluated or supervised your performance at your last two employers.

Full name of reference	School district/firm name	Mailing address	Position/title	Area code, phone number

VERIFICATION:

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 on the previous page to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all such parties from liability for any damage that may result from furnishing the same to you.

I understand that the district is authorized by Texas Education Code Section 22.083 to obtain criminal history record information on applicants the district intends to employ.

Signature

Date

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 12 months. If you have not received a response during this time period, you may reapply or reactivate your application.

DISTRICT USE ONLY:

Date received: _____

Date forwarded & where: _____

Date interviewed : _____

Interviewed By: _____

Criminal History Check Complete: ____ Yes ____ No

4. Have you ever been convicted of any criminal offense in a country outside the jurisdiction of the United States?
 If YES, please provide an explanation below: YES NO
-
5. As of the date of this authorization, do you have any pending criminal charges against you? If YES, please provide an explanation below: YES NO
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This section is to be used to list all counties and states of residence since age 18 or high school graduation. It is mandatory that you complete each field in its entirety, including the county, or we will be unable to process. You must be **SPECIFIC** about dates of residence. If more space is needed, please attach an additional sheet. **The county must be listed.**

City/Town	County	State	Dates	
			From	To

I hereby certify that all information provided in this authorization is true, correct and complete. I understand that if any information proves to be incorrect or incomplete that grounds for the canceling of any and all offers of employment will exist and may be used at the discretion of the employer.

Signed this _____ day of _____, 20 _____

Applicant (Print Name) _____

Applicant Signature _____