



EMPLOYMENT APPLICATION

APPLICANT INFORMATION

Last Name		First		M.I.	Date	
Street Address				Apartment/Unit #		
City			State			ZIP
Phone			E-mail Address			
Position Applied for						

EDUCATION

High School				Address			
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
College				Address			
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other				Address			
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

REFERENCES

Please list three professional references.

Full Name				Relationship			
Company				Phone			
Address							
Full Name				Relationship			
Company				Phone			
Address							
Full Name				Relationship			
Company				Phone			
Address							

Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Have you ever worked for Jefferson County Public Schools?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?			
Failure to respond to the following questions honestly may result in termination:						
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain			

Because of inappropriate or illegal behavior involving a child or children, have you ever been convicted: pled guilty or no contest; or received a deferred sentence to any crime?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain	
Have you ever been convicted; pled guilty or no contest; or received a deferred sentence to any crime other than a minor traffic violation? Do you currently have criminal charges pending against you?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain	
Regarding any current or prior employment – because of unsatisfactory performance or misconduct, have you ever been disciplined or demoted; terminated or resigned under threat of termination; received an unsatisfactory evaluation; or placed in remedial status?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain	
Has your job-related license ever been suspended, withdrawn, or revoked? If so, please explain which license, by whom and situation.	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain	
Have you ever been non-renewed or resigned in lieu of non-renewal?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain	

A conviction, guilty/no contest plea, deferred sentence charge, civil judgment, unsatisfactory performance, or disciplinary action is not an automatic bar to employment; each case will be considered on its own merit.

If you answered "yes" to any questions, please explain the circumstances in detail in the space provided. In response to questions regarding legal issues, please include the year of the event, the city and state, describe the situation and disposition of the case. In response to questions regarding your work performance, please explain the situation and include the name and telephone number of the supervisor. If additional space is needed, please use the back of this form.

PREVIOUS EMPLOYMENT

Company				Phone		
Address				Supervisor		
Job Title						
Responsibilities						
From		To		Reason for Leaving		
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Company				Phone		
Address				Supervisor		
Job Title						
Responsibilities						
From		To		Reason for Leaving		
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>	

Company				Phone			
Address				Supervisor			
Job Title							
Responsibilities							
From		To		Reason for Leaving			
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>		

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature				Date			
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