

BISMARCK-HENNING CUSD #1
17268 E. 2750 N. Rd.
Bismarck, IL 61814
(217) 759-7261
www.bismarck.k12.il.us

SUPPORT STAFF
EMPLOYMENT APPLICATION

Bismarck – Henning CUSD #1 is an equal opportunity employer and educator. District CUSD #1 does not discriminate on the basis of race, color, religion, national origin, age, sex, sexual orientation, marital status, disability, unfavorable military discharge or any other unlawful basis in the recruitment, selection or employment of its employees. Individuals requiring accommodation and/or assistance in the application process should contact the District office at 217-759-7261.

Date: _____ Social Security #: _____

Name: _____
(Last) (First) (Middle)

Present Address: _____
(Street) (City, State) (Zip Code)

Permanent Address: _____
(Street) (City, State) (Zip Code)

Telephone Number: _____
(Home) (Work) (Other/Cell)

Email Address: _____

I AM INTERESTED IN THE FOLLOWING POSITION(S):

- | | |
|-----------------------------|-----------------------------|
| _____ Bus Driver | _____ Custodian |
| _____ Cook | _____ Secretary |
| _____ Club/Activity Sponsor | _____ Teacher/Personal Aide |
| _____ Coach | _____ Other: _____ |

Please list any skills or training related to the position for which you are applying.

****Applicant files are only maintained until the end of the calendar year. It is the applicant's responsibility to Update his/her applicant file each year by submitting a new application.**

EDUCATION:

(Dates)

(High School)

(City, State)

(Institution)

(Dates)

(City, State)

Degree: _____ Major: _____ Minor: _____ Date Awarded: _____

WORK EXPERIENCE:

1. _____
(Dates) (Company/Job Title) (City, State) (Duties)
2. _____
(Dates) (Company/Job Title) (City, State) (Duties)
3. _____
(Dates) (Company/Job Title) (City, State) (Duties)
4. _____
(Dates) (Company/Job Title) (City, State) (Duties)

PROFESSIONAL REFERENCES:

Please identify individuals who are able to provide information regarding your qualifications for the position(s) you seek. Please include superintendents and principals with whom you have worked.

| NAME | POSITION | ADDRESS | TELEPHONE |
|------|----------|---------|-----------|
|------|----------|---------|-----------|

1. _____
2. _____
3. _____

Carefully read and answer the following:

- Have you ever failed to be reappointed? _____ Yes _____ No
If yes, where and why?

- Have you ever been charged and/or convicted of a felony? _____ Yes _____ No

Applicant's Acknowledgment and Agreement

Applicants for a certified position are advised that the making of a willfully false statement or knowing omission of any employment history on this application may constitute of Class A misdemeanor. Any materially false

statements or omissions on this application for employment will be reason to deny the application for hire and will lead to termination of employment.

- Accordingly, I hereby acknowledge that the statements made herein are accurate and that I have not omitted any required information.
- I acknowledge that if I am hired, I will be required to provide evidence of physical fitness to perform duties assigned and free from communicable diseases in accordance with Section 24-5 of the *School Code*.
- I acknowledge that if I am hired, I will be required to abide all rules, regulations and board policies of CUSD #1.

Applicant's Signature

Date

Authorization for Criminal Background Check

I authorize a background check into my prior employment and educational qualifications. I understand that I am subject to a criminal background investigation in accordance with the laws of the State of Illinois. I further understand that I may be subject to immediate dismissal if the investigation disclosed convictions of certain specified offenses under §10-21.9 of the *Illinois School Code*, 105 ILCS 5/10-21.9, or in accordance with district policy and practice. I hereby authorize the District to initiate a criminal background check by the Illinois State Police Department and agree to execute any forms required for said investigation.

Applicant's Signature

Date