

USD 306 Southeast of Saline School

*5056 E. K-4 Highway
Gypsum, KS 67448-9762
785-536-4291 fax 785-536-4247*

An Equal Opportunity Employer

APPLICATION FOR CLASSIFIED PERSONNEL

Name _____
Last First Middle Initial

Address _____
Street City State

Phone _____ Today's Date _____

Please indicate, in order of preference, the position(s) you desire and for which you are qualified:

Position 1 _____
Position 2 _____
Position 3 _____

SCHOOL BUS DRIVER APPLICANTS – Please provide the following information:

Do you have a valid driver's license? Yes _____ No _____

Have you had any moving violations within the past ten years? Yes _____ No _____

Please describe:

Previous work experience (list most recent first)

Name/Address of Employer	Phone	Position/Description of Duties	Pay Rate	Start/End Dates

References:

Name	Address/Phone	Relationship

Educational Background

High School	Diploma or Equivalent?	Yes	No
College/University	Area(s) of Study	Degree(s) earned	
Business or Trade School	Area(s) of Study	Degree(s) earned	
Workshops/Special Training	Area(s) of Study	Special Certificate(s) Earned	

Describe any special skills you possess which will enable you to be a productive employee for USD 306 for the position for which you are applying. Please attach any supporting information (resume, letters of reference) pertinent to this application.

Have you ever been convicted of a misdemeanor involving moral turpitude (theft, fraud, etc.)? If so, please describe below. Yes ___ No ___

Have you been convicted of a felony? If so, please describe below. Yes ___ No ___

Have you ever entered a plea of no contest or entered into a diversion agreement for any misdemeanors involving moral turpitude or felony charges? Yes ___ No ___

Note: Conviction does not necessarily bar applicant from an offer of employment.

INCIDENT	CITY/STATE	CHARGE
1.		
2.		

It is the policy of USD 306 Southeast of Saline not to discriminate on the basis of race, color, age, national origin, sex, handicap, or disability in its programs and activities as required by Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973. Inquiries regarding compliance with Title IX or compliance with Section 504 may be directed to the clerk at 785-536-4291. Interested persons, including those with impaired vision or hearing, can also obtain information as to the existence and location of services, activities, and facilities that are accessible to and usable by disabled persons by calling the clerk.

APPLICANT JOB APPLICATION ACKNOWLEDGMENTS

1. The applicant certifies that all the information provided in this application is true and complete. The applicant understands that any misstatement, falsification, or omission of information may disqualify the applicant from consideration, or, if hired and the same is discovered thereafter, termination.
2. The applicant authorizes any of the persons or organizations referenced in this application to give USD 306 any and all information concerning the applicant's previous employment, education, or any other information, personal or otherwise, with regard to any of the subjects covered by this application, and the applicant releases all such parties from all liability for any damages that may result from furnishing such information to USD 306. The applicant authorizes any background checks by any third party.
3. The applicant authorizes USD 306 to request, receive, and verify all information given on this application and releases USD 306 from all damages that may result from doing so.
4. The applicant authorizes USD 306 to conduct a criminal background investigation using any and all methods necessary to successfully complete such investigation, and the applicant releases USD 306 from all liability for any damages that may result from doing so.
- 5. I have received and reviewed the USD 306 Job Description for this position and believe I am capable of fulfilling the requirements for this position.**

Signature of Applicant

Date

Return this application to: Attn: Kelsey Loader
 Adm. Asst. to Supt/Clerk of Board
 USD 306 Southeast of Saline
 5056 E. K-4 Highway
 Gypsum, KS 67448-9762