

WHEATON R-III SCHOOL DISTRICT

116 McCALL • PO BOX 249 • WHEATON MISSOURI • 64874

Phone 417.652.3914 Fax 417.652.7355

APPLICATION FOR CLASSIFIED POSITION

INSTRUCTIONS: Do not omit any item on the application. Failure to complete the entire form may cause the application to be rejected

Name: _____
Last First Middle Maiden Name

Social Security #: _____ Home Phone () _____ Cell Phone () _____

Address: _____
Number/Route Street/P.O. Box City State Zip

In case of emergency, notify: _____
Name Address Phone Number

POSITION DESIRED: Please list in order of preference:

1. _____ 2. _____ 3. _____

Date you can start: _____ Are you presently employed? Yes ___ No ___ If so, may we inquire of

your present employer? _____ Work Phone () _____
Company Supervisor Name

EDUCATIONAL AND PROFESSIONAL TRAINING: High School, College, Technical School

Date Attended	Institution	Location	Degree/Year	Major	Minor
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	Special Training seminars etc: _____				

EXPERIENCE: List work history beginning with current experience. Please be Specific as to Position.

Month/Year	Firm or Agency	Address/Telephone #	Position
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

REFERENCES: List three individuals, not related to you, who can attest to your qualifications and character.

Name	Business/Title	Address & Telephone	Years Known
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

ADDITIONAL INFORMATION:

- Professional, technical, community or service organizations to which you belong: _____
- Honors or awards received: _____
- Hobbies, sports, special interests: _____
- Extra -Curricular activities: _____
- Other: _____

6. Do you have any physical or mental condition which might limit your ability to performing the job applied for? Yes ___ No ___ If yes, please explain: _____

7. Language ability (other than English): Fluent in: _____
 Conversant in: _____ Read with understanding: _____

8. Have you ever been convicted of a felony? Yes ___ No ___

9. Have you ever failed to be rehired? Yes ___ No ___ Where? _____

10. Why do you wish to leave your present position? _____

11. Why do you wish to work for the Wheaton R-III School District? _____

12. Do you have a legal right to be employed in the United States? Yes ___ No ___

13. Can you maintain emotional control when confronted with an opinion different then yours? Yes ___ No ___

14. Are you willing to accept any placement for which you are qualified? Yes ___ No ___

15. Do you take pride in your personal appearance and conduct that will help insure a proper image for students? _____

16. Do you respect other human beings regardless of race, sex, color, creed, age, handicapping condition, or economic status? _____

Full-time U.S. Armed Forces Services—Branch of Service: _____
 Rank at Discharge: _____ Dates of Service: From _____ To _____

The above information is true and complete to the best of my knowledge. I understand any false statement or misrepresentation contained herein may be considered cause for possible dismissal. The School District has my permission to obtain all necessary information from the references I have listed, or any other sources, concerning my prior employment or personal history and I release all parties from any possible damages resulting from such information with or without prior written notice to me.

DATE _____ **SIGNATURE** _____

FOR OFFICE USE ONLY

Assignment: _____ Starting Date: _____

Years Experienced Allow: _____ Starting Rate: _____ per hour _____ per day _____

Comments: _____

Interviewed by: _____ Date: _____/_____/_____

EMPLOYER PERSON CONTACTED RESULTS

All applicants will be considered for employment without regard to race, religion, color, sex, national origin, age, marital or veteran status or any other status protected by law.

WE ARE AN AFFIRMATIVE ACTION EQUAL OPPORTUNITY EMPLOYER

It is the policy of the Wheaton R-III School District not to discriminate on the basis of race, color, creed, gender, or disabilities in its education programs, activities, or employment practices. Inquiries by applicants or employees regarding Wheaton R-III School District's non-discrimination policies should be directed to the superintendent's office at the address indicated below.