



**APPLICATION FORM
Non-Teaching Position**

**West Central Community School District
Maynard, Iowa**

<http://www.w-central.k12.ia.us/>

Position for which you are applying: _____

Associate / Paraeducator
Secretary
Custodian
Other _____

Food Service
Maintenance
Bus Driver

A. PERSONAL INFORMATION

Name _____
(last name) (first name) (middle initial)

Home Address _____

City, State, Zip _____

Work Address _____

City, State, Zip _____

Home Phone _____ Work Phone _____ Fax Number _____

Email Address _____ Date Application Submitted _____

SS # _____ - _____ - _____ For Bus Drivers, Driver's License # _____ - _____ - _____

B. CURRENT POSITION (please respond to each item)

Present Title _____ Since _____

Employer _____

Employer Address _____

City, State, Zip _____

Present Salary / Wage \$ _____

C. EDUCATIONAL BACKGROUND

Please list your education, beginning with your high school diploma:

Name/Location of Institution	Year (s)	Degree	Major

D. WORK EXPERIENCE

Please list work experience, beginning with your current job.

Position	Name of Employer	City and State	Specific Years Employed

(Please explain any gaps in employment—if any.)

E. REFERENCES—Please list four individuals who are very familiar with your professional work and who may be contacted.

Name of Individual	
Official Position	
Business Phone	
Home Phone	
Email Address	

Name of Individual	
Official Position	
Business Phone	
Home Phone	
Email Address	

Name of Individual	
Official Position	
Business Phone	
Home Phone	
Email Address	

Name of Individual	
Official Position	
Business Phone	
Home Phone	
Email Address	

F. BACKGROUND INFORMATION—If you answer “yes” to any of the following questions, please attach a written response describing, in detail, an explanation of the circumstances involved:

1. Have you ever been convicted of a violation of law other than a minor traffic violation? (The term “conviction” includes any conviction, a guilty plea, a plea of nolo contendere or no contest, a suspended sentence, a deferred sentence, a deferred judgment, or a finding of guilt by a jury or judge.)
 yes no

2. Have you ever been terminated or discharged, or resigned at the request of your employer from any job?
 yes no

3. Have you ever had your driving license suspended? (For Bus Drivers)
 yes no

4. Have you ever had a founded report of child abuse made against you?
 yes no

5. Has there been any incident that could affect your ability to work in this District?
 yes no

G. AUTHORIZATION—Please read carefully and then sign your name if you agree to the terms of this understanding.

I hereby certify that the statements made by me in this application and all related information which I have provided are true, accurate, and complete to the best of my knowledge. I understand that if I provide any false, inaccurate, or incomplete information, I will not be eligible for employment, or if I am hired, I will be subject to disciplinary action or dismissal regardless of the date on which the District discovers the violation of its policy regarding application form dishonesty.

Signature of Applicant

Date

H. APPLICATION INFORMATION

1. All application materials should be returned to:

**Superintendent
West Central Community Schools
Central Office Building
305 Pember Street
PO Box 54
Maynard, Iowa 50655**

2. Screening for this position will continue until the position is filled.

THE WEST CENTRAL COMMUNITY SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER.
THE DISTRICT DOES NOT DISCRIMINATE BASED ON GENDER, RACE, NATIONAL ORIGIN,
RELIGION, CREED, AGE, MARITAL STATUS, SEXUAL ORIENTATION, OR DISABILITY.