

# BISHOP PUBLIC SCHOOL APPLICATION FOR EMPLOYMENT NON-CERTIFIED

Notice to applicants: This school district does not intentionally discriminate in its employment policies on the basis of race, national origin, religious beliefs, age, disabilities, or gender.

Position(s) for which you wish to be considered: \_\_\_\_\_ Full-Time/Part-Time

Would you be interested in substitute teaching? Yes \_\_\_ No \_\_\_

Would you be interested in substitute bus driving? Yes \_\_\_ No \_\_\_

## GENERAL INFORMATION

1. Name \_\_\_\_\_ SS# \_\_\_\_\_  
Last First MI

2. Address \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Street City State Zip Code

3. Are you a United States citizen? Yes \_\_\_ No \_\_\_

4. If not, what documentation do you have to show that you are legally eligible to work in the United States?  
\_\_\_\_\_

5. When are you available to start working? \_\_\_\_\_

6. Have you previously been employed with Bishop Public School? Yes \_\_\_ No \_\_\_

If yes, when was that application submitted? \_\_\_\_\_

7. Do you or your spouse have a relative who is either a member of the Bishop School Board Of Education or is employed in the Bishop School District? Yes \_\_\_ No \_\_\_ If yes, please give the name and relationship of each.  
\_\_\_\_\_

## EDUCATIONAL BACKGROUND

1. High School \_\_\_\_\_

2. College/Vo-Tech \_\_\_\_\_

3. Do you have a teaching certificate? Yes \_\_\_ No \_\_\_

## EMPLOYMENT HISTORY

The District will conduct background checks to verify information provided.

Provide the following information about your employer beginning with the present or most recent.

1. Company \_\_\_\_\_ Job Title \_\_\_\_\_  
Company Address \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Supervisor \_\_\_\_\_ Start Date \_\_\_\_\_ End Date \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

2. Company \_\_\_\_\_ Job Title \_\_\_\_\_  
Company Address \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Supervisor \_\_\_\_\_ Start Date \_\_\_\_\_ End Date \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

## CRIMINAL ACTIVITIES

Information concerning past illegal acts will be considered along with the time of the offense, the seriousness and nature of the violation, any rehabilitations and subsequent employment history.

1. Have you ever been convicted of a crime? Yes \_\_\_ No \_\_\_  
If so, please provide details \_\_\_\_\_  
\_\_\_\_\_
2. Have you ever been convicted of a criminal offense involving illegal drugs or alcohol? Yes \_\_\_ No \_\_\_  
If so, please provide details \_\_\_\_\_  
\_\_\_\_\_
3. Have you ever been convicted of any criminal offense involving minors? Yes \_\_\_ No \_\_\_  
If so, please provide details \_\_\_\_\_  
\_\_\_\_\_

## DRIVING RECORD

This portion is only to be completed if you are applying for a position that requires transportation of students.

1. Do you have a valid Oklahoma CDL? Yes \_\_\_ No \_\_\_ Do you have a valid OSDE driving certificate? Yes \_\_\_ No \_\_\_
2. Has your driver's license been suspended within the last five (5) years? Yes \_\_\_ No \_\_\_  
If so, what was the reason for suspension, and when was it reinstated? \_\_\_\_\_
3. Have you ever been convicted of driving under the influence of drugs or alcohol? Yes \_\_\_ No \_\_\_  
If so, please provide details \_\_\_\_\_

## REFERENCES

1. \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Name Occupation Phone
2. \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Name Occupation Phone
3. \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Name Occupation Phone

## VERIFICATION

I authorize the verification of all references and information contained in this application, and hereby declare that the information given by me in this application is true and complete. I understand that any misrepresentation, falsification, or omission will be sufficient cause for cancellation of the application or my termination if I have been employed.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant