

**WASHINGTON COUNTY BOARD OF EDUCATION
P. O. BOX 1359 – 229 GRANADE AVENUE
CHATOM, AL 36518**

CLASSIFIED APPLICATION FOR EMPLOYMENT

Name: _____
Last
First
Middle

Present Address: Street: _____
City: _____
State: _____
Zip: _____

Permanent Address: Street: _____
City: _____
State: _____
Zip: _____

Home Phone: _____ **Social Security Number:** _____

POSITION(S) FOR WHICH YOU ARE APPLYING

- | | | | |
|--|--|--|--------------------------------|
| <input type="checkbox"/> Clerical-Secretary | <input type="checkbox"/> CNP Cashier | <input type="checkbox"/> Maintenance | <input type="checkbox"/> Other |
| <input type="checkbox"/> Clerical-Receptionist | <input type="checkbox"/> Bus Driver | <input type="checkbox"/> Custodian | |
| <input type="checkbox"/> CNP Worker | <input type="checkbox"/> Bus Aide | <input type="checkbox"/> Mechanic | |
| <input type="checkbox"/> CNP Manager | <input type="checkbox"/> Instructional Aide | <input type="checkbox"/> School Nurse | |
| <input type="checkbox"/> CNP Director | <input type="checkbox"/> School Health Coordinator | <input type="checkbox"/> Admin. Clerk I/Bookkeeper | |

EDUCATION

	High School	Vocational School	Undergraduate College/University	Graduate/ Prof.
School Name/ Location				
Years Completed (Circle last year)	9 10 11 12	1 2 3 4	1 2 3 4	1 2 3 4
Diploma/Degree & Year of Graduation				
Dates Attended				

Do you hold a GED? _____ **If yes, give month/year GED was awarded** _____

TRAINING

	Dates	Where	What
Describe any specialized training, apprenticeship, or internship in which you have participated.			
Describe any honors you have received.			

Have you ever been convicted of a crime? (Exclude minor traffic violations) _____ **If yes, explain the nature of the crime, the place and the date. A conviction record will not necessarily bar you from employment.**

PERSONAL REFERENCE

***List references who are not related to you. Include previous employers and others who have firsthand knowledge of your personal and professional competencies and skills.**

Name	Address/Street City/State/Zip	Official Position	Telephone Number (include area code)
1.			
2.			
3.			
4.			

SPECIAL SKILLS AND QUALIFICATIONS

***Summarize specific job-related skills and qualifications acquired from employment or other experience.**

EMPLOYMENT HISTORY

***Start with your present or last job.**

Employer	Dates of Employment	Type of Work	Supervisor
Employer	Dates of Employment	Type of Work	Supervisor
Employer	Dates of Employment	Type of Work	Supervisor

Are you presently employed? _____ If yes, with whom and what is your job: _____

Have you ever been dismissed, discharged or have you separated employment to avoid discipline or discharge? _____ If yes, please provide an explanation. _____

I hereby certify that all the information I have provided in this application is true and correct. I authorize the Washington County Board of Education to make an investigation of my personal, educational, vocational and/or employment history. I further authorize any current/former employer to provide information regarding me. I hereby release and discharge the Board and those who provide information from any liability as a result of furnishing and receiving this information. I understand that any offer of employment is conditional and subject to the outcome of a criminal history background check, drug screening and approval by the Board. I also understand that misinformation on this application will result in termination or refusal to hire.

Applicant Signature: _____ Date: _____

The Washington County Board of Education is an Equal Employment Opportunity Employer and prohibits discrimination on the basis of race, color, religion, creed, national origin, gender, marital status, age, pregnancy, disability or any other basis prohibited by law.