

CLASSIFIED STAFF APPLICATION

Minot Public Schools

Mr. Arlyn Marquardt, Assistant Superintendent

215 2nd St. SE • Minot, ND 58701

Telephone (701) 857-4424 • FAX (701) 857-4432

Please complete in your own handwriting and use BLACK ink.

Please check area/s you are interested in, and if you would like your name put on the sub list.

| | |
|-----------------|-----------|
| | Sub List? |
| Secretary | _____ |
| Library Aide | _____ |
| Special Ed Aide | _____ |
| Title I Aide | _____ |
| Classroom Aide | _____ |
| Food Service | _____ |
| Playground | _____ |
| Bus Driver | _____ |
| Custodian | _____ |
| Utility | _____ |

First Name

DATE _____
(application expires one year from date)

NAME _____

ADDRESS _____

CITY, ZIP _____

PHONE _____

Last Name

What are you interested in? Full time _____ Part time _____

| EDUCATION | Name & Location of School: | Major: | Graduate? |
|--------------------|----------------------------|--------|-----------|
| High School | | | |
| College/University | | | |

Do you have a bachelor's degree? Yes _____ No _____

Do you have a ND teaching certificate? Yes _____ No _____

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

List any non-college special courses you have taken (vocational, technical, etc.).

State any experience or training which you think would be of value in this position.

| EMPLOYMENT HISTORY | | | |
|-------------------------------------|----------------------|----------------------|-------------------|
| Employer's name and address: | Kind of work: | Date started: | Date left: |
| | | | |
| | | | |
| | | | |
| | | | |

| REFERENCES | | |
|-------------------|-----------------|---------------|
| Name: | Address: | Phone: |
| | | |
| | | |
| | | |

Are you claiming "Veteran's Preference?" Yes _____ No _____
If yes, please attach verification of veteran's status to this application form.

Have you been convicted of violation of law or uniform code of military justice other than minor traffic violations? Yes _____ No _____

An affirmative answer is not an automatic bar to employment. If the answer is YES, please provide a full explanation of the circumstances surrounding such conviction, including but not limited to, a reference to the date, location, and court having jurisdiction over the conviction.

AUTHORIZATION

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein, and the references and employers listed, to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, to include a background check into felony convictions and child neglect or abuse and release the Minot Public School District of any liability and damage that may result from utilization of such information.

I also understand and agree that no representative of the Minot Public School District has any authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized Minot Public School District representative. I understand that by providing information on this application that there is no contractual or implied agreement between myself and the Minot Public School District.

_____ **Applicant Signature**

_____ **Date**