

APPLICATION FOR NON-CERTIFIED EMPLOYMENT

Winfield City Board of Education

P.O. Box 70
Winfield, AL 35594
(205) 487-4255
boe@winfieldal.org

PLEASE READ CAREFULLY

All information will be treated confidentially. Please answer all questions as completely as possible. The use of this form does not indicate that there are positions open and does not obligate you or the Winfield City Board of Education. The Winfield City Board of Education is committed to equal opportunity in employment and education and does not discriminate on the basis of age, sex, race, color, religion or national origin or against qualified disabled persons.

MARK APPROPRIATE SPACES

New Application
 Previous Application on File
 Former Employee of the School System

Are you a Citizen of the U.S.?

Yes No

If not, are you eligible to work in the U.S.?

Yes No

INDICATE POSITION FOR WHICH YOU ARE APPLYING

Cafeteria Aide
 Bus Driver Janitor
 Secretary
 Maintenance
 Mechanic
 Other (Explain)

PLEASE TYPE OR PRINT IN INK

PERSONAL AND GENERAL HISTORY

Name _____
Last First Middle/Maiden

Telephone Number _____ Date of Birth _____

Address _____
Street City State Zip

Social Security Number _____

GENERAL INFORMATION

Are you presently employed? Yes No

If yes, name and address of present employer: _____

Have you ever been discharged or requested to resign from a position?

Yes No (If yes, explain on separate page)

Have you ever been convicted of a violation of law other than a minor traffic violation?

_____ Yes _____ No (If yes, explain on separate page)

Are any criminal charges or proceedings pending against you?

_____ Yes _____ No (If yes, explain on separate page)

Have you been convicted of any offense involving the sexual molestation, physical or sexual abuse, or rape of a child?

_____ Yes _____ No (If yes, explain on separate page)

Do you have health problems that would prevent you from carrying out the duties of the position for which you are applying?

_____ Yes _____ No (If yes, explain on separate page)

EDUCATIONAL PREPARATION

<i>High School/Agency</i>	<i>Address</i>	<i>Level of Completion</i>

List any other special training, qualifications, and experiences in any area of school or community work:

WORK EXPERIENCE

List all work experience. (Begin with the most recent)

<i>Dates From/To</i>	<i>Company</i>	<i>Address</i>	<i>Telephone</i>	<i>Supervisor</i>

REFERENCES

Please list persons, not related to you, who are expected to complete reference forms if needed.

<i>Name</i>	<i>Address</i>	<i>Company</i>	<i>Phone</i>

My signature below authorizes the school system to conduct a background investigation and authorizes release of information in connection with my application for employment. This investigation may include such information as criminal or civil convictions, driving records, previous employers, educational institutions, personal references, professional references, and other appropriate sources. I waive my right of access to any such information, and without limitation hereby release the school system and the reference source from any liability in connection with its release or use. This release includes the sources cited above and specific examples as follows: the local Sheriff, information from the Alabama Criminal Justice Information Center of either data on all criminal convictions or certification that no data on criminal convictions are maintained, information from the Department of Human Resources and any locality to which they may refer for release of information pertaining to any finding of child abuse or neglect investigations involving me.

And further more, I certify that I have made true and correct statements on this application in the knowledge that they may be relied upon in considering my application. I understand that any omission, falsely answered statement made by me on this application, or any supplement to it, will be sufficient ground for failure to employ or for my discharge and will constitute a release to the employer for liability should I become employed with the school system.

Date of Application _____

Signature of Applicant _____

DO NOT WRITE BELOW THIS LINE

Interviewed by _____

Date _____

Interviewed by _____

Date _____

Interviewed by _____

Date _____

Interviewed by _____

Date _____

DATE OF ORIGINAL APPLICATION _____

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