

APPLICATION FOR STAFF POSITION

(Bus Driver - Cook/Dishwasher - Janitor/Maintenance - Secretary/Bookkeeper - Teacher's Aide - Coach w/o Sub Certificate)

ORAN R-III SCHOOL DISTRICT
310 CHURCH STREET
P.O. BOX 250
ORAN, MO 63771
Phone & Fax: 573-262-2330 Option 4

Full Name: _____ Today's Date: _____
(first) (middle) (last)

PRESENT ADDRESS: _____ City _____ State _____ Zip _____

PERMANENT ADDRESS: _____ City _____ State _____ Zip _____
(Where W-2 can be mailed)

Home Phone: _____ Cell Phone: _____

Social Security #: _____ Birthday: _____

Position Desired: _____ Driver's License #: _____

Are you willing to work evenings, if necessary? _____

Can you perform all of the job functions related to this position? _____

List any special skills/training you might have to help with job performance (optional): _____

Are you willing to submit to a background check? _____

Have you ever been found guilty or been convicted of any criminal act in this state or any state? _____

If yes, please give date, city/county/state and circumstance: _____

EDUCATION (list most recent first)

School	Years Attended	Area of Training	Graduate Yes/No & Date
_____	_____	_____	No/Yes (Graduation Date: _____)
_____	_____	_____	No/Yes (Graduation Date: _____)
_____	_____	_____	No/Yes (Graduation Date: _____)

WORK EXPERIENCE (List two or three most recent jobs)

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Duties: _____

Dates Worked: From _____ To _____

Reason for Leaving _____

WORK EXPERIENCE (Continued)

Company: _____ **Phone:** _____
Address: _____ **Supervisor:** _____
Duties: _____
Dates Worked: From _____ **To** _____
Reason for Leaving _____

Company: _____ **Phone:** _____
Address: _____ **Supervisor:** _____
Duties: _____
Dates Worked: From _____ **To** _____
Reason for Leaving _____

PERSONAL REFERENCES (*Not Relatives or Former Employers*)

Name	Address	Phone	Occupation
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please submit a copy of your Social Security Card & Driver's License for Name Verification Purposes ~ Thanks!

I recognize that falsification of this application will result in my dismissal!!!

Signature of Applicant