

**WILLIAMSBURG INDEPENDENT BOARD OF EDUCATION
1000 MAIN STREET
WILLIAMSBURG, KENTUCKY 40769
TELEPHONE (606) 549-6044**

APPLICATION FORM FOR PROSPECTIVE CLASSIFIED EMPLOYEES

Position for which this application is being submitted:

Drug and alcohol testing is required of individuals employed to drive district-owned vehicles.

Bus driver _____ Teacher's aide _____
Custodian _____ Cafeteria worker _____
Clerical _____ Other (Specify) _____
Type of Employment: Full-time _____ Substitute _____ Temporary-Seasonal _____

SECTION I

Name _____ Telephone _____

Address _____
(Route or Street) (Box No.)

(City) (State) (Zip)

Date of Birth _____ Social Security No. _____ - _____ - _____

Grade Level of Education Completed: _____ (Attach a copy of high school or college diploma)

SECTION II

This section is to be completed by applicants for teachers' aides positions only. Applicants for other classified positions should continue on to SECTION III.

Do you have a GED _____, high school diploma _____, college diploma _____?
Have you passed the ABLE Test? _____ YES _____ NO
Do you have a valid Kentucky teaching certificate? _____ YES _____ NO

SECTION III

CHECK "YES" OR "NO" TO ALL QUESTIONS AND PROVIDE AN EXPLANATION TO YES ANSWERS BELOW.

	YES	NO
1. Have you ever had your driver's license suspended or revoked?	_____	_____
2. Have you been arrested for child abuse and/or neglect?	_____	_____
3. Do you have a criminal record?	_____	_____
4. Have you ever had your teaching certificate or other professional/ trade license suspended/revoked?	_____	_____

EXPLAIN ANY "YES" ANSWERS, INDICATING NUMBER AND REASONS FOR CHECKING "YES."

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SECTION IV

Please state in your handwriting additional information regarding your training and/or experience for the position/s for which you are applying.

SECTION V

PREVIOUS EMPLOYMENT (Enter most recent employment first)

1. _____ to _____
(Position) (Date Employed)

(Company) (Supervisor)

(Address) (City) (State) (Zip)

(Telephone Number)

2. _____ to _____
(Position) (Date Employed)

(Company) (Supervisor)

(Address) (City) (State) (Zip)

(Telephone Number)

3. _____ to _____
(Position) (Date Employed)

(Company) (Supervisor)

(Address) (City) (State) (Zip)

(Telephone Number)

4. _____ to _____
(Position) (Date Employed)

(Company) (Supervisor)

(Address) (City) (State) (Zip)

(Telephone Number)

SECTION VI

REFERENCES

ENTER NAME, ADDRESS AND TELEPHONE NUMBER OF THREE REFERENCES

1.	_____	_____
	(Name)	(Position)
	_____	_____
	(Address)	(City) (State) (Zip)

	(Telephone Number)	
2.	_____	_____
	(Name)	(Position)
	_____	_____
	(Address)	(City) (State) (Zip)

	(Telephone Number)	
3.	_____	_____
	(Name)	(Position)
	_____	_____
	(Address)	(City) (State) (Zip)

	(Telephone Number)	

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SECTION VII

For this type of employment, state law requires a criminal records check as a consideration of employment.

I hereby declare that the answers I have given are true and correct. I fully realize that any false statement will be sufficient cause for rejection or future dismissal.

Signature of Applicant

Date

FOR OFFICE USE ONLY

DATE RECEIVED: _____

DATE FILED: _____

DATE SCREENED: _____

DATE INTERVIEWED: _____

COMMENTS:

The Williamsburg Independent Board of Education does not discriminate on the basis of race, color, national origin, age, religion, marital status, sex, political opinions or affiliation and/or handicap in employment education programs, or activities as set forth in Title IX, Title VI, and Section 504. The school district shall consider all qualified minority applicants for vacant positions.