

# **Benton County R-2 Schools**

**P.O. Box 39 \* Lincoln, Missouri 65338**  
**Phone 660-547-3514 \* Fax 660-547-3729**  
“A+ Designated School”  
“Accredited With Distinction”  
Website: [www.lincoln.k12.mo.us](http://www.lincoln.k12.mo.us)

Dear Applicant:

Thank you for your interest in applying for a paraprofessional position with the Lincoln R-2 School District. We ask that the following items be addressed as a part of the application process:

1. Current resume' which includes education information, work experience, and references.
2. Complete the enclosed Page 1 of the application for a paraprofessional position.
3. Complete the enclosed 2 pages of Employment Questionnaire.
4. Enclose a copy of your latest transcript(s) with the application. An official copy of your transcript(s) will be required if you are employed. Enclose a copy of the para praxis test you have passed if you do not have 60 hours of college credit.
5. Employment contract is contingent upon results of the request for child abuse or neglect/criminal record and FBI background check, which includes fingerprint check.

Please return all completed items to the Superintendent of Schools, Lincoln R-2 School, P.O. Box 39, Lincoln, MO 65338.



Benton County R-2 School District

Employment Questionnaire

Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

1. Have you ever been arrested for, or charged with or convicted of a felony or misdemeanor? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00)  
\_\_\_\_\_
2. Have you ever pleaded guilty or no contest to a felony or misdemeanor? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00) \_\_\_\_\_
3. Has the Missouri Division of Family Services or a similar agency in any other state or jurisdiction, ever issued a determination or finding of cause or reason to believe or suspect that you have engaged in physical, emotional, psychological or sexual abuse or neglect of a child? \_\_\_\_\_
4. Have you ever failed to be re-employed by an educational institution? \_\_\_\_\_

If the answer to any of the foregoing questions is "yes" please explain; use a separate sheet if necessary:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Benton County R-2 School District

Employment Questionnaire

READ CAREFULLY BEFORE SIGNING

I acknowledge and agree to the following provisions as conditions to consideration for employment:

1. I hereby authorize my current and former employers and references to furnish any information about me and about my work experience. I release my current and former employers and references from any and all liabilities or damages of any nature as a result of providing such information. My current and former employers and references may rely on a signed copy of this release.
2. I understand and consent to having criminal and arrest records checks as well as background checks by the Missouri Division of Family Services as a condition for consideration of employment.
3. I certify that the answers given in the employment questionnaire are true and complete to the very best of my knowledge. In the event I am employed by the District and in the further event that I have provided false or misleading information in this questionnaire or in subsequent employment interviews, I understand that my employment may be terminated at any time after discovery of the false or misleading information.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

.....  
*Do Not Write Below This Line – For Administrative Use Only*

Date Received: \_\_\_\_\_ Credentials: \_\_\_\_\_ Transcripts: \_\_\_\_\_

Date Interviewed: \_\_\_\_\_ Interviewed by: \_\_\_\_\_

Date and Time: Applicant notified \_\_\_\_\_

Position offered: \_\_\_\_\_

Salary step and level: \_\_\_\_\_