

MCMINN COUNTY BOARD OF EDUCATION
 3 SOUTH HILL STREET, ATHENS, TN 37303
 PHONE (423)745-1612 FAX (423)744-1641

ESP Employment Application

Date of Application _____

APPLICANT MUST BE AT LEAST 21 YEARS OF AGE

Name of Applicant: _____

Date of Birth(Optional): _____ Social Security Number: _____

Primary Phone Number(____) _____ Secondary Phone Number(____) _____

Present Address _____

Street Address City State Zip Code

List any skills, qualifications or experiences which you feel may qualify you for employment.

I am Applying for the following position as posted on our website: _____

Position Location: _____

Is there any accomodations you may need in order to perform the essential functions of the position for which you are applying? ___ Yes ___ No If yes, please explain _____

I hereby certify that I am a _____ U.S. Citizen or a _____ Permanent Resident of the United States of America.

EDUCATION

Education Level	Name & Address of School	Last Year Completed	Did You Graduate
High School		___1 ___2 ___3 ___4	___Yes ___No
College		___1 ___2 ___3 ___4	___Yes ___No
Other(Please Specify)		___1 ___2 ___3 ___4	___Yes ___No

PERSONAL REFERENCES
(Not Former Employers or Relatives)

NAME & OCCUPATION	ADDRESS	PHONE NUMBER

EMPLOYMENT HISTORY
List employers beginning with the most recent (include present)
Please indicate months and years for dates of employment

Name of Company	Date of Employment		Position Held	Name of Supervisor	Reason for Leaving
	From:	To:			

Have you ever been convicted of a misdemeanor or a felony? (Do not count minor traffic violations)
 YES No If Yes, Please explain: _____

Tennessee law requires every school system employee to have a fingerprint background check conducted by the Tennessee Bureau of Investigation. New employees, as well as former employees returning to service, must be fingerprinted, and the employee may be initially responsible for the fee. With few exceptions, background reports are not accepted from other agencies or from other school systems. An employee *may* begin work before the background report is returned to the school system at the discretion of administration; however, if the background check reveals a criminal record, the employee may be terminated.

I hereby certify the information provided in this application is true and correct to the best of my knowledge and understand that misrepresentation of any of the above statements may subject me to a fine, loss of opportunity of employment, and loss of position if employed.

ADDITIONAL COMMENTS: _____

DATE _____

SIGNATURE _____

It is the policy of the McMinn County School System not to discriminate on the basis of sex, race, national origin, or handicap in its educational programs, activities, or employment as required by Title VI of the Civil Rights Act of 1964, Title IX of the 1972 Educational Amendment, and Section 504 of the Rehabilitation Act of 1973.