

# Lonedell R-14 School District

7466 Highway FF  
Lonedell, Missouri 63060  
636-629-0401 Fax 636-629-5561

## APPLICATION FOR SUPPORT STAFF POSITION

**Lonedell R-14 School is an Equal Opportunity Employer who fully and actively supports Equal Access for all people regardless of Race, Color, Gender, Age, National Origin or Disability.**

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Do Not Write Below This Line – For Administrative Use Only

Date received:      Application: \_\_\_\_\_

Date interviewed: \_\_\_\_\_

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All applicants are expected to answer all questions on this application. Answer “none” or “not applicable” where necessary. Please type or print.

Date \_\_\_\_\_

| Last Name | First Name | Middle Name |
|-----------|------------|-------------|
|-----------|------------|-------------|

Other names that may appear on your transcripts, records

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

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

|        |      |       |     |
|--------|------|-------|-----|
| Street | City | State | Zip |
|--------|------|-------|-----|

Current Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

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

|        |      |       |     |
|--------|------|-------|-----|
| Street | City | State | Zip |
|--------|------|-------|-----|

Permanent Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Date Available: \_\_\_\_\_

Position(s) for which you are applying: \_\_\_\_\_

\_\_\_\_\_

Skills you possess pertaining to the position(s) for which you are applying:

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Educational Preparation and Work Experience: LIST ALL HIGH SCHOOL/S, VOCATIONAL SCHOOL/S, AND COLLEGE/S OR UNIVERSITIES YOU ATTENDED AND PLACES OF EMPLOYMENT. USE ADDITIONAL SHEETS IF NEEDED:

**Education:**

NAME OF SCHOOL: \_\_\_\_\_  
 LOCATION: \_\_\_\_\_  
 NAME OF DEGREE: \_\_\_\_\_  
 MAJOR: \_\_\_\_\_

NAME OF SCHOOL: \_\_\_\_\_  
 LOCATION: \_\_\_\_\_  
 NAME OF DEGREE: \_\_\_\_\_  
 MAJOR: \_\_\_\_\_

OVERALL GPA: \_\_\_\_\_

NAME OF SCHOOL: \_\_\_\_\_  
 LOCATION: \_\_\_\_\_  
 NAME OF DEGREE: \_\_\_\_\_  
 MAJOR: \_\_\_\_\_

OVERALL GPA: \_\_\_\_\_

**References:** Indicate whether this is a personal or professional relationship.

Name: \_\_\_\_\_ Telephone # \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Type of relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone # \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Type of relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone # \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Type of relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone # \_\_\_\_\_  
 Address: \_\_\_\_\_

Type of relationship: \_\_\_\_\_

**Work Experience:**

EMPLOYER NAME: \_\_\_\_\_

LOCATION: \_\_\_\_\_

DATES OF EMPLOYMENT: \_\_\_\_\_ TO: \_\_\_\_\_

POSITION: \_\_\_\_\_

NUMBER OF YEARS: \_\_\_\_\_

SUPERVISER: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMPLOYER NAME: \_\_\_\_\_

LOCATION: \_\_\_\_\_

DATES OF EMPLOYMENT: \_\_\_\_\_ TO: \_\_\_\_\_

POSITION: \_\_\_\_\_

NUMBER OF YEARS: \_\_\_\_\_

SUPERVISER: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMPLOYER NAME: \_\_\_\_\_

LOCATION: \_\_\_\_\_

DATES OF EMPLOYMENT: \_\_\_\_\_ TO: \_\_\_\_\_

POSITION: \_\_\_\_\_

NUMBER OF YEARS: \_\_\_\_\_

SUPERVISER: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMPLOYER NAME: \_\_\_\_\_

LOCATION: \_\_\_\_\_

DATES OF EMPLOYMENT: \_\_\_\_\_ TO: \_\_\_\_\_

POSITION: \_\_\_\_\_

NUMBER OF YEARS: \_\_\_\_\_

SUPERVISER: \_\_\_\_\_

PHONE: \_\_\_\_\_

**Employment Questions:** Answer all questions.

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 \$200.00) \_\_\_\_\_  
\_\_\_\_\_
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:

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**APPLICANT QUESTIONS**

Please respond to the following questions in your own handwriting.

1. Why have you chosen the position for which you are applying as your profession?



**READ CAREFULLY BEFORE SIGNING**

I acknowledge and agree to the following provisions as conditions to consideration of my application 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 my application for employment.
3. I certify that the answers given in this application 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 application or in subsequent employment interviews, I understand that my employment may be terminated at any time after discovery of the false or misleading information.
4. I understand that this application will be considered active through December 31<sup>st</sup> of this year. I understand that if I wish my candidacy to remain open after that date I must submit another application.
5. The School District considers applicants for all positions without regard to race, color, religion, sex, national origin or disability. If you have a disability or handicap that may require accommodation for you to participate in our application process (including filling out this form, interviewing or any other pre-employment procedure or requirement), please make us aware of any accommodation you feel is necessary. If you have any inquiries, complaints or concerns about any pre-employment procedure or requirement, including completing this application, or about the District policy of non-discrimination, you may contact the Personnel Office at 636-629-0401.
6. I am physically and mentally capable of fulfilling the duties required for the position/s for which I am applying.

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Signature

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Date