

SOUTHWEST LIVINGSTON COUNTY R-I SCHOOL DISTRICT

4944 Hwy DD
Ludlow, MO 64656
660-738-4433

APPLICATION FOR NON-CERTIFIED EMPLOYMENT

Instructions: Answer each item as completely as possible. Mail or bring completed application to the Superintendent's Office at the above address. Applications will be kept on file for a period of 60 days. Any applicant wishing to be considered for employment beyond this period should again inquire as to whether or not applications are being accepted at this time.

Name: _____
(Last) (First) (Middle)

Address: _____
(Street/Number) (City) (State) (Zip)

E-mail: _____

Phone: _____

Preferred Position of Employment:

- 1. _____
- 2. _____
- 3. _____

If you are extended an employment offer, on what date will you be available for work? _____

Did you serve in the Armed Forces? YES _____ NO _____ If yes, what branch? _____

Have you ever been investigated for child abuse, or investigated for or charged with any crime against or involving a minor? YES _____ NO _____ If so, please explain your response in detail.

Have you been convicted of, plead guilty to, entered a plea of no contest to or received a suspended imposition of sentence for any alleged criminal violation, other than minor traffic offenses? YES _____ NO _____ If so, please explain your response in detail.

"In submitting this application, I authorize the Southwest Livingston County R-I School District to contact any former employer and any other person who, in the judgment of the School District or its agents, may have information relevant to the consideration of my employment. I understand that any false or misleading information provided in connection with this application, including any resume or vita provided directly or through third parties, may result in the refusal to employ me or may result in my termination. I hereby authorize the Southwest Livingston County R-I School District or its agents to conduct a complete investigation of my background, without limitation, and authorize the School District or its agents to request and obtain or inspect any criminal records of any governmental agency, or any jurisdiction, relating to me, including records relating to investigations, arrests or convictions. Upon request, I agree to provide any information required in connection with such an investigation."

Signature of Applicant

Date

Nondiscrimination Statement

Southwest Livingston County R-I School District

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USCA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (566) 632-9992. Submit your completed form or letter to USDA by:

Mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410

Fax: (202) 690-7422; or

Email: program.intake@usda.gov.

This institution is an equal opportunity provider.

EDUCATIONAL TRAINING

Schools Attended	Diploma/Degree Earned
_____	_____
_____	_____
_____	_____

WORK EXPERIENCE

List work experience of the past ten years beginning with the most recent:

Name of Employer	Address	Position Held	Dates Employed (MO/YR) From To	Reason for Leaving
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

SPECIAL SKILLS AND QUALIFICATIONS

List any special skills, experiences or qualifications (including military experience) which may enhance your application:

REFERENCES

List the name, address and phone number of at least three references:

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