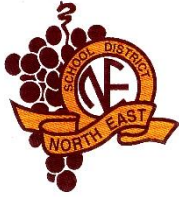


NORTH EAST SCHOOL DISTRICT

50 East Division Street
North East, PA 16428
Telephone (814) 725-8671
www.nesdl.org



SUPPORT STAFF EMPLOYMENT APPLICATION

Do you wish to be considered for the substitute list?

Instructional Department: Miscellaneous:

- | | |
|---|---|
| <input type="checkbox"/> Dining Hall Aide | <input type="checkbox"/> Cafeteria |
| <input type="checkbox"/> Instructional Aide | <input type="checkbox"/> Community Education |
| <input type="checkbox"/> Personal Care Aide | <input type="checkbox"/> Custodian <input type="checkbox"/> Maintenance |
| <input type="checkbox"/> Playground Aide | <input type="checkbox"/> Secretarial/Clerical |
| <input type="checkbox"/> Pool Aide | <input type="checkbox"/> Security |

Transportation Dept.: Medical:

- | | |
|-------------------------------------|--|
| <input type="checkbox"/> Bus Driver | <input type="checkbox"/> Nurse (RN) |
| <input type="checkbox"/> Van Aide | <input type="checkbox"/> Medical Assistant (LPN) |
| <input type="checkbox"/> Van Driver | |

Name _____ **Social Security Number** _____
Last First MI (only last four digits) XXX-XX-

Address _____
Street City State Zip Code

Drivers License #: _____ Only necessary for transportation applications
Please include expiration date

Home Telephone Number _____ **Work Telephone Number** _____
Cell Phone Number _____ **E-mail Address** _____

EDUCATIONAL BACKGROUND

1. a. Do you have a high school diploma? Yes No
- b. If yes, what course of study did you pursue? i.e. Business, technical, college preparatory

- c. If no, do you have a GED? Yes No
2. a. Do you have any vocational/technical training? Yes No
- b. If yes, what school did you attend? _____
- c. Did you complete the program? Yes No
3. a. Have you ever attended college? Yes No
- b. What did you study? _____
- c. What degree did you receive? _____
4. a. What computer experience do you have? _____
- b. What type of computers have you worked with? MacIntosh PC
5. List equipment other than computers you can operate.

6. List work-related skills that you possess other than the use of computers.

In accordance with existing state and federal laws, the North East School District will employ qualified personnel for all positions without regard to race, creed, color, sex, age, religion, or national origin. Selection of candidates for positions will be made upon the basis of demonstrated capability, competence, and appropriate experience. All North East School District programs are operated in compliance with Title IX regulations regarding sex discrimination, Section 504 regarding disabled persons, and the Americans with Disabilities Act.

EMPLOYMENT HISTORY

Please give accurate, complete employment history. Start with present or most recent employer

Company Name	Telephone
Address	Employed From _____ To _____
Name of Supervisor	Reason for Leaving
Type of Job and Duties	

Company Name	Telephone
Address	Employed From _____ To _____
Name of Supervisor	Reason for Leaving
Type of Job and Duties	

Company Name	Telephone
Address	Employed From _____ To _____
Name of Supervisor	Reason for Leaving
Type of Job and Duties	

EMPLOYMENT REFERENCES

Name	Address	Phone No.	Title
Name	Address	Phone No.	Title
Name	Address	Phone No.	Title
Name	Address	Phone No.	Title

OTHER Information

Have you ever been convicted of a felony Yes No

If yes, please explain: _____

(Attach additional information is necessary)

If the position you are applying for requires driving a motor vehicle, do you have a valid driver's license?

Yes No

Please list the days and hours you are available: _____

Please list any other information that in your opinion would be helpful to the North East School District in considering you for employment.

Present Salary _____ Expected Salary _____

Pertinent to their background, a report of criminal history record information from the Pennsylvania State Police is required. Prospective employees of the North East School District are required by state law, prior to employment, to furnish certain information. Non-Pennsylvania residents must submit a report of federal criminal history from the Federal Bureau of Investigation. Also required is a child abuse clearance from the Pennsylvania Department of Welfare. In addition, appropriate evidence of U.S. citizenship or right to work will need to be provided.

The North East School District will not process any application where the applicant fails to comply with the provisions of the law.

I hereby declare that the information in this application is true and complete to the best of my knowledge and agree that any falsified or intentionally misleading information or deliberate omissions may disqualify me from employment and may be justification for dismissal if discovered at a later date.

My signature also signifies my approval for the North East School District to check my references and to verify my reason for leaving my prior employment. I have carefully read, completed, and do understand this application.

DATE

SIGNATURE OF APPLICANT

FOR NORTH EAST SCHOOL DISTRICT USE ONLY

Possible Positions	Possible Locations
Date of Hire _____	
Starting Wage _____	
Position _____	
Location _____	

10/26/06