



LONEDELL R-14 SCHOOL DISTRICT

Success; Nothing Less!

Jenny Ulrich, Superintendent

Shannon Banderman, Principal

James Heideman, President of the Board

Sarah Grus, Board Secretary

APPLICATION FOR SUPPORT STAFF & SUBSTITUTE TEACHER 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.

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
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Other names that may appear on your records

Address: _____

Street	City	State	Zip
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Phone: (_____) _____

Email: _____

Date Available: _____

Position(s) for which you are applying: _____

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

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: _____

DEGREE: _____ MAJOR: _____

DID YOU GRADUATE? _____ OVERALL GPA: _____

NAME OF SCHOOL: _____
LOCATION: _____
DEGREE: _____ MAJOR: _____
DID YOU GRADUATE? _____ OVERALL GPA: _____

NAME OF SCHOOL: _____
LOCATION: _____
DEGREE: _____ MAJOR: _____
DID YOU GRADUATE? _____ OVERALL GPA: _____

Work Experience:

EMPLOYER'S NAME: _____
LOCATION: _____
POSITION: _____ # OF YEARS: _____
DATES OF EMPLOYMENT: _____
SUPERVISOR'S NAME: _____
PHONE #: _____ EMAIL ADDRESS: _____

EMPLOYER'S NAME: _____
LOCATION: _____
POSITION: _____ # OF YEARS: _____
DATES OF EMPLOYMENT: _____
SUPERVISOR'S NAME: _____
PHONE #: _____ EMAIL ADDRESS: _____

EMPLOYER'S NAME: _____
LOCATION: _____
POSITION: _____ # OF YEARS: _____
DATES OF EMPLOYMENT: _____
SUPERVISOR'S NAME: _____
PHONE #: _____ EMAIL ADDRESS: _____

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

NAME: _____ POSITION: _____
EMAIL ADDRESS: _____
PHONE: _____

NAME: _____ POSITION: _____
EMAIL ADDRESS: _____
PHONE: _____

NAME: _____ POSITION: _____
EMAIL ADDRESS: _____
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 questions #1-4 is "yes" please explain; use a separate sheet if necessary:

5. Are you legally authorized to work in the United States? _____

APPLICANT QUESTIONS

Please respond to the following questions in your own handwriting.

1. Why do you wish to be employed with Lonedell R-14 School District?

APPLICANT QUESTIONS

2. Briefly describe your work ethic.

3. Write a brief autobiography focusing on the important people and events in your life.

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 31st 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 aware of the requirements of the position for which I am applying and I am physically and mentally capable of fulfilling the duties required for the position/s for which I am applying.

Signature

Date

NOTICE OF NONDISCRIMINATION

Applicants for admission or employment, students, parents of elementary and secondary school students, employees, sources of referral and applicants for employment, and all professional organizations that have entered into agreements with the Lonedell School District are hereby notified that our School District does not discriminate on the basis of race, color, national origin, sex, age, religion, or disability in admission or access to, or treatment or employment in, its programs and activities.

Any person having inquiries concerning our School District's compliance with the laws and regulations implementing Title VI of the Civil Rights Act of 1964 (Title VI), Title IX of the Education Amendments of 1972 (Title IX), the Age Discrimination Act, Section 504 of the Rehabilitation Act of 1973 (Section 504), or Titles II or III of the Americans with Disabilities Act of 1990 (ADA), is directed to the Compliance Coordinator below, who has been designated by our School District to coordinate our School District's efforts to comply with the laws and regulations implementing Title VI, Title IX, the Age Discrimination Act, Section 504, and the ADA. In addition, any inquiries concerning our School District's Compliance with the employment provisions of Title VII of the Civil Rights Act of 1964 is also directed to the Compliance Coordinator below.

Our School District has established grievance procedures for persons unable to resolve problems arising under the statutes above. The Compliance Coordinator for the applicable law, whose position is listed below, will provide information regarding those procedures upon request.

Any person who is unable to resolve a problem or grievance arising under Title VI, Title IX, the Age Discrimination Act, Section 504, or Title II of the ADA, may contact the Office for Civil Rights, Region VII, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114; phone (816) 268-0550.

Compliance Coordinator for Laws Listed in this Notice:

**Mrs. Jenny Ulrich
Superintendent of Schools
Lonedell R-14 School District
7466 Highway FF
Lonedell, MO 63060-1515
Phone: (636) 629-0401**

Revised October 2017
July 2013