IGNACIO SCHOOL DISTRICT 11 JT
PO Box 460
455 Becker Street
Ignacio, CO 81137
Phone: (970) 563-0500 www.ignacioschools.org Fax: (970) 563-4524

APPLICATION FOR CLASSIFIED EMPLOYMENT

An Equal Opportunity Employer

For reasonable accommodations, please contact the Administration office at 970-563-0500.
All sections must be completed. Use additional "paper" if needed. Please use **BLACK** ink.

Applicant Information Date of Application:_____

I am applying for the following positions(s): ___Account/Finance ____Bus Monitor ___Bus Driver ___Coach ____Cook _Custodian _Para Professional Classroom/Special Education _Secretary/Receptionist ___Technology _Substitute _____Other, specify below

I am interested in the following specific posted position(s):_____

Name:_____
Last First Middle

Address:_____
Street (and PO Box) City State Zip

Home phone ( )_____ Cell phone ( ) _____

Email:_____Social Security number_____

Do you hold a Colorado Teaching License or Substitute Authorization? _No _Yes, type_____
High School graduate? _Yes _No GED? _Yes _No Date You Are Available_____
Citizen of the U.S. or Legal Right to Work? __Yes __No Have you ever been employed with this district? Yes _No If yes, give dates_____

Job Skills

Describe any special skills or training you have that will contribute to your ability to perform in the position(s) you have applied for:_____

_____

_____

_____

Driver's License Information

Please provide a Motor Vehicle Record (for driving positions only).

Do you have a valid driver's license? ___No ___Yes License #:_____State:_____
Do you have a C.D.L. License? ___No ___Yes Type:_____State:_____
Can you obtain automobile insurance _No _____Yes
Have you had a vehicle accident(s) of any type within the last five (5) years? ___No ___Yes, Give approximate date(s) and place(s):_____
Has you driver's license ever been revoked? ___No ___Yes, when?_____Where?_____

Extra Curricular

Can you speak a foreign language fluently? ___No ___Yes, specify language(s)_____

Have you coached? ___No ___Yes, specify sport(s)_____

Experience: Years as Head Coach_____ Assistant Coach_____

Years at High School Level ____ Junior High Level____ College Level_____

Have you sponsored a club or class? ___No ___Yes, specify _____

_____

Previous Employment This **must** be filled out completely. Add more pages if necessary.

Most recent employer/position. Are you currently working for this employer? ____No ____Yes may we contact them? ___Yes _No

_____ _____ ( )_____

Name of Employer | Supervisor's Name | Supervisor's Work Phone

From_____ To_____ _____ _____ _____

Dates employed | Address | City | State | Zip

_____ _____

Reason for leaving | Position/Job Title

Duties:_____

_____

2nd most recent employer/position:

_____ _____ ( )__ Name of Employer

Supervisor's Name | Supervisor's Work Phone

From_____ To_____ _____ _____ _____

Dates employed | Address | City | State | Zip

_____ _____

Reason for leaving | Position/Job Title

Duties:_____

_____

3rd most recent employer/position:

_____ _____ ( )__ Name of Employer

Supervisor's Name | Supervisor's Work Phone

From_____ To_____ _____ _____ _____

Dates employed | Address | City | State | Zip

_____ _____

Reason for leaving | Position/Job Title

Duties:_____

_____

Education

Name of School(s) (both high school and college)	City	State	Dates Attended	Degree	Date Graduated

References

Name	Address	City	State	Zip	Home/Work/Cell Phone

Acknowledgement

1. Have you ever been dismissed or asked to resign from an employed position? _____Yes _____No
2. Have you ever been convicted of a violation of law other than a misdemeanor traffic violation? _____Yes _____No
3. Have you ever been *convicted of a misdemeanor crime involving unlawful sexual behavior or behavior involving children? _____Yes _____No
4. Have you ever been *convicted of a felony? _____Yes _____No
5. Have you ever been charged with the sale, possession, or use of illegal drugs? _____ Yes _____No
6. If you hold, or held a Department of Education issued license/certificate, has your license ever been suspended or revoked? _____NA _____Yes _____No
7. Are proceedings for suspension or revocation of your license/certificate currently in progress or pending? _____NA _____Yes _____No

If any of the above is marked "YES", please provide a statement of explanation.

**"Convicted" means a conviction by a jury or by a court and shall also include the forfeiture of any bail, bond, or other security deposited to secure appearance by a person charged with a felony or misdemeanor, the payment of a fine, a plea of nolo contendere, and the imposition of a deferred or suspended sentence by the court. Conviction does not include a final judgment which has been expunged by pardon, reversed, set aside, or otherwise rendered invalid.*

Applicant Note: This application form is only intended as an initial evaluation of your suitability for employment and is not a contract. If employed, you will serve on an at-will basis. This means that your employment may be terminated by either you or the district at any time, with or without cause, or upon two weeks' advance notice. You must complete the entire application to be considered for employment. Any falsification, misrepresentation, misleading statements, or omission of facts on either this application or during the application process will be sufficient reason for your not being offered employment or for immediate termination by the district if you are employed.

Statement

My signature below authorizes Ignacio School District 11JT to conduct a background investigation and authorizes release of information in connection with my application for employment. This investigation may include such information as criminal or civil convictions, driving records, previous employers and personal references. I release from liability any person giving or receiving such information and further agree that any reference and personal information which becomes a part of this record is to be regarded as confidential and will not be revealed as to the extent permissible by state law.

Signature_____ Date_____

Driver's License _____) THIS INFORMATION IS NEEDED IN
State Number) ORDER TO MEET THE COLORADO.
DEPARTMENT OF EDUCATION'S REQUIREMENT
FOR BACKGROUND CHECKS.

If submitting this application electronically, do you agree to the above Release Agreement? _____Yes _____No

Direct deposit of paychecks is required.

The Ignacio School District 11 JT does not discriminate against anyone on the basis of race, creed, color, national origin, sex, gender, sexual orientation, disability, religion, ancestry, age or need for special education services in its programs and activities. The following person/people have been designated to handle inquiries regarding the non-discrimination policies:

Superintendent of Schools
Ignacio School District 11 JT
455 Becker Street
P. O. Box 460
Ignacio, CO 81137
970-563-0501
cdekay@ignacioschools.org