

APPLICATION FOR NON-TEACHING EMPLOYMENT

Herman-Norcross Community School-District 264
504 Lois Avenue, Herman, MN 56248
320-677-2291

Applicants are advised that tobacco use is prohibited in District 264 buildings, grounds and vehicles.

Independent School District 264 is an equal opportunity employer. Selection of applicants will be made without reference to race, creed, color, religion, sex, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation or membership or activity in a local commission.

Position applied for: <input type="checkbox"/> Bus Driver <input type="checkbox"/> Head Custodian <input type="checkbox"/> Accounting Clerk <input type="checkbox"/> School Nurse <input type="checkbox"/> Bus Mechanic <input type="checkbox"/> Custodian <input type="checkbox"/> Clerk/Typist <input type="checkbox"/> Cafeteria Worker <input type="checkbox"/> Secretary <input type="checkbox"/> Mech./Bldg. Repair <input type="checkbox"/> School Aide/Clerk <input type="checkbox"/> Other <input type="checkbox"/> Van Driver	Availability data: <input type="checkbox"/> 12 Month <input type="checkbox"/> School Term <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Substitute
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Personal Information

Name in full: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Other name under which education/employment performed? _____

Are you legally eligible for employment in the United States? Yes No

If during the past five years you have been convicted of a crime for which a jail or prison sentence was or could have been imposed, place an "X" in this box and attach a separate sheet for details.

If you have been convicted of any offense involving the sexual molestation, physical or sexual abuse, or rape of a child, place an "X" in this box and attach a separate sheet with details.

Can you perform all the essential functions of the position(s) for which you are applying? Yes No

If not, could you perform all the essential functions with reasonable accommodations? Yes No

How? _____

Have you ever been discharged for misconduct, unsatisfactory service, or forced to resign from any position? Yes No

If so give details. _____

Have you completed a period of active U.S. military duty exceeding 180 consecutive days? Yes No

Were you separated from such service under honorable conditions? Yes No

Note: Veterans Preference Rights will be applied upon receipt of DD Form 214.

Education

	Name and Location	Course of Study	Degree/Diploma	No. of Years Att.	GPA
High School or Equiv.					
College or University					
Vocation/Other					

Work Experience (List most recent first; include military, and significant volunteer positions, if applicable)

Have you worked for the Herman-Norcross Community School before? Yes No

Dates From-To	Employer Name/Location (Include Phone # and supervisor's name)	Job Title/Duties	Reason for Leaving	Rate of Pay