

CLASSIFIED STAFF APPLICATION

In addition to this application form, please send a letter of interest, resume, three current letters of recommendation. Also send a copy of college transcripts if applicable. Only complete applications will be considered.

Name _____ Social Security # _____
 (Last) (First) (M.I.)

Address _____ Phone # _____

State position(s) for which you are applying (List in order of preference):

1. _____ 2. _____

Paraprofessional competency passed (if applicable): Yes ___ No ___

List any certifications you have that pertain to this position: _____

Name of High School and year of graduation (or GED): _____

EDUCATION (If applicable) (list in order of attendance)

CLASS HOURS REPORTED AS SEMESTER HRS OR QUARTER HRS (Circle one)

COLLEGE OR UNIVERSITY	LOCATION	DATES	DEGREE	MAJOR	CREDITS	MINOR	CREDITS

WORK EXPERIENCE (List most recent first)

EMPLOYER	REASON LEFT	SUPERVISOR	YEARS	DATES	POSITION(S)

REFERENCES - Additional than the written recommendation with knowledge of your work experience submitted

NAME	TITLE	PHONE	JOB RELATIONSHIP	YEARS

List those extracurricular activities which you feel competent to sponsor or direct or have experience directing:

Give a brief explanation of your major strengths for the position of this application:

Explanation of areas which will need attention that apply to the position of this application:

Have you been charged or convicted of a misdemeanor? No Yes No Comment

Have you been charged or convicted of a felony? No Yes No Comment

Do you have to register as a sex offender? No Yes No Comment

Explain if any of the above questions were answered yes. _____

NOTICE: Employment will be based on the following procedure: 1. Preliminary screening of applicants will be based on ability to meet job description requirement as evidenced by completed application, letter of interest, three current written job-related references, resume, and transcripts (if applicable) (Application packet must be postmarked on or before the closing date) 2. Additional information may be requested from the candidate or from references(s) after step one. 3. Finalists will be required to attend an interview at the district office. 4. The recommendation for employment will be submitted to the Board of Trustees 5. It is the candidate's responsibility to check on employment status. If hired, a background fingerprint process is required by the State Department of Education. (Fee payable to ISDE / Attn: Shannon Haas, PO Box 83720, Boise, ID 83720.) A fingerprint card will be provided by the District. The Nez Perce County Sheriff Office in Lewiston charges a fee for this process.

Equal Opportunity Employer

Signature of applicant _____ Date _____