

ROCHELLE I.S.D. APPLICATION FOR EMPLOYMENT

Name _____ S.S. # _____
 Date of Birth _____
 Address _____ Phone # (____) _____
 City _____ State _____ Area Code _____

JOB TITLE

I am applying for: _____

Circle one

Are you receiving TRS? (Texas Teacher Retirement benefits) YES NO
 Previous name – Have you ever worked under or been known by YES NO
 Another name? If yes, give name(s) and dates used. Information used in references checking and record keeping.

Are you related to any Rochelle ISD employee or School board member YES NO
 If yes, give name and relationship.

EDUCATION – All applicants complete this section.

Grade or High School: Check one.
 _____ Graduated from High School
 _____ Did not graduate have _____ years of school
 _____ Did not graduate but passed a GED (General Education Development) test

 Name of High School _____ Location _____

COLLEGES – UNIVERSITIES – OTHER SCHOOLS Check Box (Verification of college/university accreditation as well as transcripts and/or diploma may be required.

_____ Have vocational school degree
 _____ Do not have degree but _____ years from an accredited college/university
 _____ Have two-year accredited academic college degree or associate degree.
 _____ Have four-year accredited college/university degree
 _____ Have Master’s degree or Ph.D from an accredited college/university

Give complete information. for each college, university or school after high school.

School Name	Major	Did you Graduate	Total Units	Type of Degree received

SPECIAL REQUIREMENTS:

Proof of valid driver’s license must be shown and a copy of this license will be kept in the schools files at date of hire.

- Please read carefully
- 1: A resume is not acceptable in place of completing the following.
 - 2: Show all employment in the past 15 years.
 - 3: Show your present or most recent job first in box A.
 - 4: Use separate block for each job title.
 - 5: Remember your acceptance depends on the completeness and accuracy of the information that is provided.
 6. If additional information space is needed, write on back of this form.

Present to Most recent job	Job Title	Employer / Address Phone number	Reason for leaving
A. From Mo/Date/Yr. / / To / /			
B. From Mo/Date/Yr. / / To / /			
C. From Mo/Date/Yr. / / To / /			
D. From Mo/Date/Yr. / / To / /			

Please list references the district can contact regarding your work history. Include all managers and supervisors who evaluated or supervised your performance at your last three employers if applicable.

Name	Employer	Phone number
1:		
2:		
3:		

Have you ever been convicted of, plead guilty or no contest to, or received probation, suspension, or deferred adjudication for a felony or offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling and indecency with a minor)?
_____ YES _____ NO

If yes, please state where, when, and the nature of the offense. _____

PROFESSIONAL OR PARAPROFESSIONAL APPLICANTS ONLY:

Please list all certifications either in progress or completed at time of application.

Certifications	Date of Completion

VERIFICATION

I hereby affirm that all information provided in the application is true and accurate to the best of my knowledge and understand that any deliberate falsification, misrepresentation or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.

I authorize the references listed on the previous page to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all such parties from liability for any damage that may result from furnishing the same to you.

I understand that the district is authorized by Texas Education Code §22.083 to obtain criminal history record information on applicants the district intends to employ.

Signature

Date

This application becomes the property of the district. The district reserves the right to accept or reject it.

CRIMINAL HISTORY RECORD INFORMATION ADDENDUM

The Rochelle Independent School District is authorized by state law to obtain criminal history record information on applicants the district intends to employ (Texas Education code §22.083). The information requested below is necessary to obtain criminal history record information.

Please print.

Name _____
Last First Middle

Social Security number: _____ Date of Birth: _____
Sex: _____ male _____ female Ethnicity: _____ black _____ white _____ other

I understand that the information I am providing about age, sex and ethnicity will not be used to determine eligibility for employment but will be used solely for the purpose of obtaining criminal history record information.

Signature

Date