

# SUPPORT STAFF EMPLOYMENT APPLICATION



Whiteriver Unified School District No. 20

P.O. Box 190

959 S. Chief Avenue

Whiteriver, AZ 85941

Telephone: (928) 358-5800 Fax: (928) 358-5801 website: [www.wusd.us](http://www.wusd.us)

## PERSONAL INFORMATION

Position Desired: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_  
(Please Print your Last, First , Middle Initial)

Mailing Address: \_\_\_\_\_  
City, State, Zip \_\_\_\_\_ Contact Phone Home/Cell \_\_\_\_\_

Location of Residence: \_\_\_\_\_ Email address: \_\_\_\_\_

In what Language are you fluent? \_\_\_\_\_

List any valid certificate you may hold including fingerprint card:

Have you ever been employed by the Whiteriver Unified School District No. 20 before? Y/N

If yes, give dates you were employed \_\_\_\_\_

Do you Possess a Valid Driver's License? Yes/No

Type of License \_\_\_\_\_ License No. \_\_\_\_\_ Expire Date \_\_\_\_\_

Have you ever been convicted of any crime other than a minor traffic violation? Y/N

If yes, state here **A**: the nature of the conviction, **B**: the date of the conviction, **C**: the name and address of the court where you were convicted, and **D**: whether the conviction has been reversed or vacated.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Education

	Name of School & Locations	Course of Study	Number of years Completed	Did you Graduate?	Diploma Or Degree
High School					
Vocational Training					
College					
Other					

## Health

Are you able to do heavy lifting?

25 lbs. ☐

50 lbs. ☐

75 lbs. ☐

**Depending on position desired, you may be required to pass a physical exam.**

## Employment

PLEASE FILL OUT AND DON'T JUST WRITE DOWN  
SEE RESUME.

List in consecutive order beginning with the most recent position. Please give an accurate and complete record.

Company Name	Address	Supervisor's Name & Title	Telephone Number
Job Title		Employment (Month & Year) From _____ To _____	
Reason for Leaving		Description of Work	

Company Name	Address	Supervisor's Name & Title	Telephone Number
Job Title		Employment (Month & Year) From _____ To _____	
Reason for Leaving		Description of Work	

Company Name	Address	Supervisor's Name & Title	Telephone Number
Job Title		Employment (Month & Year) From _____ To _____	
Reason for Leaving		Description of Work	

Company Name	Address	Supervisor's Name & Title	Telephone Number
Job Title		Employment (Month & Year) From _____ To _____	
Reason for Leaving		Description of Work	

## References

List the names of persons who are familiar with your character, work personality and work habits. Please request three of these to forward a current reference concerning your qualifications for this position. Do not include relatives.

Name	Position Title	Address	Telephone Number

## Community Activities

List each activity and specify the community.

Activity	Community

## Consent to Conduct Background Investigation & Release

I, \_\_\_\_\_ (applicant's name), have applied for employment with the Whiteriver Unified School District. I understand that in order for the school district to determine my eligibility, qualifications and suitability for employment, the School District will conduct a background investigation if I am considered for an offer of employment. This investigation may include asking my current employer and educational institution I have attended about my education, training, experience, qualification, job performance, professional conduct and education, as well as confirming my dates of employment or enrollment, position(s) held reason (s) for leaving employment, whether I could be rehired, reasons for rehiring (if applicable) and similar information.

I hereby give my consent for any employer or educational institution to release any information requested in connection with the background investigation

According to the Family Educational Rights and Privacy Act, I understand that I have a right to see most education records that are maintained by any educational institution.

I waive \_\_\_\_/do not waive \_\_\_\_ (initial one) my right to see any written reference or other information provided to the School District by any educational institution.

According to the Arizona Revised Statutes Section 23-1361, any employer that provides a written communication to the School District regarding my current or past employment must send me a copy at my last known address, I acknowledge that some employers are willing to provide factual written references concerning a current or past employee unless that maybe so confidentially, without revealing the references to the employee, and that the School District will no further consider my application if it cannot complete its background investigation.

I waive \_\_\_\_/do not waive \_\_\_\_ (initial one) my right to receive a copy of any written reference furnished to the School District my employers or educational institution, I release, hold harmless and agree not to sue or file any claim of any kind against any current or former employer or educational institution, any officer or employee of either that in good faith furnished written or oral reference requested by the School District to complete background investigation.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ (year)

\_\_\_\_\_  
*Witness*

\_\_\_\_\_  
*Signature of Applicant*

***This signature part does NOT need to be Notarize.***

Are you currently employed? Yes ☐ No ☐ If yes, rate of pay \_\_\_\_\_

Would you be willing to work nights? Yes ☐ No ☐

Would you be willing to work on weekends? Yes ☐ No ☐

When would you be available to start work? \_\_\_\_\_

**ACKNOWLEDGMENT OF APPLICANT**

Every answer I have provided on the application is both complete and truthful. I understand and agree that (1) if any information is omitted from or not filled in the application, or if any false information is furnished, I will be ineligible for any future consideration for employment and may be subject to criminal prosecution, and (3) if I am employed by the district. I may be dismissed from employment criminal prosecuted, if it is later determined that I have furnished false information on this application, I understand acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future.

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Date*

**COMMENTS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EQUAL EMPLOMENT OPPORTUNITY**

Discrimination against any individual for reasons of race, color, religion, sex, natural origin, and handicap is prohibited. Efforts will be main in recruitment and employment to ensure equal opportunity in employment for all qualifies person, Indian Preference will be given as per policy GBAC

**FOR DISTRICT USE**

Date Application Received: \_\_\_\_\_

Application Received by: \_\_\_\_\_