

Waterloo School District
813 North Monroe Street
Waterloo WI 53594-1175
Telephone: (920) 478-3633 Fax: (920) 478-3821

_____ Date Received For Office Use

APPLICATION FOR EMPLOYMENT - SUPPORT STAFF PERSONNEL

The Waterloo School District is an equal opportunity employer. Personnel hiring and administration in the District shall be conducted so as not to discriminate against an applicant or employee on the basis of age, race, sex or sexual orientation, political or religious affiliation, marital or parental status, pregnancy, natural origin, physical, mental, emotional, or learning disability or handicap, creed, color, ancestry, arrest or conviction record, military status, homelessness or any other factors provided for by state or federal laws and regulations.

(PLEASE PRINT)

NAME: Last	First	Middle		
ADDRESS: Number	Street	City	State	ZIP Code
Position(s) Applied For			Telephone Number () -	

If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes No

Have you ever filed an application with us before? Yes No
 If Yes, give dates _____

Have you ever been employed with us before? Yes No
 If Yes, give dates _____

Are you currently employed? Yes No

May we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Yes No
Proof of citizenship or immigration status will be required upon employment.

On what date would you be available for work: _____

Are you available to work: Full-Time Part-Time

Are you currently on "lay-off" status and subject to recall? Yes No

Do you hold a valid Wisconsin Drivers License? Yes No

Have you been convicted of a felony within the last 7 years? Yes No
Conviction will not necessarily disqualify an applicant from employment.

If yes, please explain:

EDUCATION

	Name and Address of School	Course of Study	Years Completed	Diploma/Degree*
High School				
Technical College				
Undergraduate College				
Post Graduate College				
Other (Specify)				

*Please attach copy.

Describe any specialized training, apprenticeship, skills or any job-related training received:

You must also include verification of completion of a training program for *Mandatory Reporting of Child Maltreatment*. (For more information on mandatory reporting training see www.dpi.wi.gov/sspw/can.html)

EMPLOYMENT EXPERIENCE

Start with your present or last employment. Include any job-related military service assignments and volunteer activities.

#1 Employer	Work Performed
Address	_____
Telephone Number(s)	_____
Job Title	_____
Supervisor	_____
Dates Employed: From _____ to _____	_____
Hourly Rate: Starting _____ Final _____	_____
Reason for Leaving	_____

#2 Employer		Work Performed _____ _____ _____ _____ _____ _____ _____ _____ _____
Address		
Telephone Number(s)		
Job Title	Supervisor	
Dates Employed:	From _____ to _____	
Hourly Rate:	Starting _____ Final _____	
Reason for Leaving		

#3 Employer		Work Performed _____ _____ _____ _____ _____ _____ _____ _____ _____
Address		
Telephone Number(s)		
Job Title	Supervisor	
Dates Employed:	From _____ to _____	
Hourly Rate:	Starting _____ Final _____	
Reason for Leaving		

#4 Employer		Work Performed _____ _____ _____ _____ _____ _____ _____ _____ _____
Address		
Telephone Number(s)		
Job Title	Supervisor	
Dates Employed:	From _____ to _____	
Hourly Rate:	Starting _____ Final _____	
Reason for Leaving		

REFERENCES

1.	Name	Address	Telephone Number
2.	Name	Address	Telephone Number
3.	Name	Address	Telephone Number

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge. I authorize the Waterloo School District to conduct a criminal background check and investigate all statements contained in this application for employment as may be necessary in arriving at an employment decision. This application for employment shall be considered active for a period of time not to exceed one year. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and policies of the Waterloo School District.

Signature of Applicant

Date

FOR PERSONNEL DEPARTMENT USE ONLY

Arrange Interview Yes No

Remarks _____

Employed Yes No Date of Employment _____

Job Classification _____ Wage Rate/Salary _____

Step _____ Department _____

Previously a participant in Wisconsin Retirement System? Yes No

By _____ Date _____

Name and Title

NOTES

