

STROUDSBURG AREA SCHOOL DISTRICT

Personnel Office
123 Linden Street
Stroudsburg, PA 18360
(570) 421-1990

_____ Date of Application

APPLICATION FOR NON-PROFESSIONAL EMPLOYMENT

Please print or type all information

I. PERSONAL DATA:

Name: _____
Last First Middle

Present Address: _____
Street/ P.O.Box Telephone Number

_____ City, State, Zip Code Business Telephone Number

Permanent Address (if different from above) _____

_____ Telephone Number

II. EDUCATION:

	<u>Name and Address</u>	<u>Major</u>	<u>Graduated (yes/no)</u>	<u>Degree</u>
High School:	_____	_____	_____	_____

College:	_____	_____	_____	_____

Other:	_____	_____	_____	_____

List awards and honors while in school: _____

III. EMPLOYMENT RECORD:

Company Name: _____ Address: _____ _____	From: _____ To: _____ Position: _____ Supervisor: _____ Telephone No. _____
Company Name: _____ Address: _____ _____	From: _____ To: _____ Position: _____ Supervisor: _____ Telephone No. _____
Company Name: _____ Address: _____ _____	From: _____ To: _____ Position: _____ Supervisor: _____ Telephone No. _____

Have you previously worked for the Stroudsburg Area School District? Yes _____ No _____

If yes, when? _____

Have you applied before? Yes _____ No _____

Do you want to work... _____ Full-time _____ Part-time _____ Substitute

Specify days and hours if part-time or substitute _____

IV. REFERENCES:

NAME: ADDRESS: PHONE: POSITION/ORGANIZATION:	NAME: ADDRESS: PHONE: POSITION/ORGANIZATION:	NAME: ADDRESS: PHONE: POSITION/ORGANIZATION:
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V. GENERAL INFORMATION:

1. Present condition of health: _____
2. Were you ever discharged or asked to resign from a position? _____
3. Are you now under contract? _____ Present position: _____
4. Reason for interest in changing position: _____
5. May we contact your present employer at this time? _____
6. When could you come for a personal interview, if one is requested? _____
7. When will you be available for placement? _____
8. Have you ever been convicted of a criminal offense? Yes No
If yes, explain: _____
9. Can you meet the attendance requirements of this job? Yes No
How many days of work have you missed in the last two (2) years? _____

VI. POSITION DESIRED:

1. Please check the position(s) for which you are applying:

- | | | | |
|---|--|---|-----------------------------------|
| Secretary <input type="checkbox"/> | Custodian <input type="checkbox"/> | Bus Driver <input type="checkbox"/> | Nurse <input type="checkbox"/> |
| Office Clerk <input type="checkbox"/> | Maintenance <input type="checkbox"/> | Mechanic <input type="checkbox"/> | Security <input type="checkbox"/> |
| Crossing Guard <input type="checkbox"/> | Cafeteria Monitor <input type="checkbox"/> | *Paraprofessional (Teacher Aide) <input type="checkbox"/> | |
| | Bus Monitor <input type="checkbox"/> | *Minimum requirements--
associate's degree or
48 post-secondary credits | |

2. Minimum salary expected: _____

AFFIRMATION:

The facts set forth above in my application for employment are true and complete. I understand that if I am employed, false or misleading information given in this application or interview(s) shall be considered sufficient cause for dismissal. I authorize investigation of all statements contained in this application which may be necessary in arriving at an employment decision.

Date: _____ Signature: _____

Revised 4/20/09