

ANACONDA PUBLIC SCHOOLS  
PERSONNEL SERVICES  
An Equal Opportunity Employer

CLASSIFIED/NON-UNION APPLICANTS

POSITION APPLYING FOR: \_\_\_\_\_

1. Name in full \_\_\_\_\_  
Last First Middle Initial
2. Present Address \_\_\_\_\_  
Street City State/Zip
3. Contact Number \_\_\_\_\_ 4. Email Address \_\_\_\_\_
5. Are you willing and available to check with individual buildings as to what the job entails? \_\_\_\_ Yes \_\_\_\_ No
6. Do you claim veterans' preference as a veteran or eligible relative of a Veteran? \_\_\_\_ Yes \_\_\_\_ No. If yes, is this preference as a disabled veteran? \_\_\_\_ Yes \_\_\_\_ No
7. Have you ever been convicted or adjudicated of a crime? \_\_\_\_ Yes \_\_\_\_ No (Since this item is not necessarily a bar to employment, if "Yes", please comment):
8. EDUCATION: Fill in this section completely, including dates:

Name of School	City & State	Dates Attended From To	Diploma or Grade Completed
HIGH SCHOOL			
COLLEGE/UNIVERSITY			
TECHNICAL SCHOOL			

9. EMPLOYMENT RECORD: List your work history for the past ten years with your present or most recent job first. Give complete information. If you need more space, use the back page or attach additional sheets.

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Company name \_\_\_\_\_ Title and duties \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

DATES: From: \_\_\_\_\_ to \_\_\_\_\_ Supervisor's name \_\_\_\_\_  
Hours per week \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
Salary per month \_\_\_\_\_ If supervisory, how many people did you supervise? \_\_\_\_\_

May we contact your present employer about your work? \_\_\_\_ Yes \_\_\_\_ No

Company name \_\_\_\_\_ Title and duties \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
DATES: From: \_\_\_\_\_ to \_\_\_\_\_ Supervisor's name \_\_\_\_\_  
Hours per week \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
Salary per month \_\_\_\_\_ If supervisory, how many people did you supervise? \_\_\_\_\_  
May we contact your present employer about your work? \_\_\_\_Yes \_\_\_\_No

Company name \_\_\_\_\_ Title and duties \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
DATES: From: \_\_\_\_\_ to \_\_\_\_\_ Supervisor's name \_\_\_\_\_  
Hours per week \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
Salary per month \_\_\_\_\_ If supervisory, how many people did you supervise? \_\_\_\_\_  
May we contact your present employer about your work? \_\_\_\_Yes \_\_\_\_No

10. Give dates and reasons for any time in the last ten years that is not accounted for in question 9.  
(i.e. unemployment, school, etc.)
11. Have you ever been discharged or asked to resign from any position for misconduct or unsatisfactory service?  
\_\_\_\_Yes \_\_\_\_No If "Yes", where and why?
12. Do you give the School District permission to do a background check? \_\_\_\_Yes \_\_\_\_No
13. Personal References (Name, Address, and Telephone Number)
- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_
14. Describe any other training or experience which may be useful to you on the job for which you are applying:

REMARKS:

I VERIFY THAT THE ABOVE STATEMENTS ARE TRUE AND FACTUAL.

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

\_\_\_\_\_  
Date