



APPLICATION FOR EMPLOYMENT

Non-Certified Employee

AVANT PUBLIC SCHOOLS

1st & Cherokee

Avant, OK 74001

(918) 263-2135 • Fax: (918) 263-2143

www.avant.k12.ok.us

Avant Public Schools is an equal opportunity employer and adheres to the principles and practices which prohibit discrimination in employment on the basis of race, religion, gender, age, national origin or handicap.

Personal Data:

Date of Application: _____

Last Name:	First Name:	Middle Name:
Address:	City:	State & Zip Code:
Home Phone:	Business Phone:	Social Security Number:

Position Applying For: _____

Are you available for work:

Full-time (12-months)

Full-time (9-months)

Part-time

Education & Training:

	Name, Address, City, State, Zip, of College/University	Number Of Years	Diploma, Degree/Major
High School			
College/University			
Trade/Business School			
Other			

General Information:

Have you been previously employed by Avant Public Schools? Yes No

Oklahoma State Law prohibits the employment of individuals directly related to members of the Board of Education. Are you related to any member of the Avant Board of Education? Yes No

If yes, please indicate and name the relationship _____

Are you related to any employee of Avant Public Schools? Yes No

Do you agree to sign an authorization and release form to obtain a national felony record search with prospective employee's name and social security number? Yes No

Are you aware of any reason you would not be able to perform any duty of the job for which you are applying? Yes No

If yes, explain _____

Do you agree not to smoke in school facilities or vehicles? Yes No

Do you agree to provide lawful documentation that you are not an unauthorized alien? Yes No

Have you ever entered a plea of guilty or nolo contendere to a state or federal felony charge? Yes No

Have you ever been convicted of a state or federal felony offense? Yes No

Have you ever been charged with a state or federal offense which was reduced to a misdemeanor offence to which you entered a plea of guilty or nolo contendere? Yes No

Have you ever entered a plea of guilty or nolo contendere to, or been convicted of, a state or federal misdemeanor charge involving illegal chemical substances or illegal sexual activity? Yes No

Are you willing to accept any assignment for the good of the school system, attend meetings or participate in other activities outside of school hours? Yes No

(Transportation Applicants Only)

Describe all traffic offenses for which you pleaded guilty or nolo contendere, or were convicted, and all accidents in which you were involved during the past 5 years.

Has your driver's license ever been suspended or revoked? ! Yes ! No
If yes, please explain: _____

Special Skills:

Computers: _____

Office Machines: _____

Typing Speed: _____ words per minute. Steno speed: _____ words per minute.

Maintenance Machines: _____

Food Service Machines: _____

Other Training: _____

CDL: ! Yes ! No School Bus: ! Yes ! No Endorsements: ! Passenger ! Other

Years of driving experience: Car _____ Bus _____ Other _____

Employment Experiences:

List present employer or most recent first.

May we contact your present employer? Yes No

Employer:			
Address, City, State, Zip:			
Phone Number of Employer:	Dates Employed:	From	To
Grade/Subject Taught:	Principal/Supervisor:		

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References:

Submit names of three individuals who are not relatives or former employers

Name:	Address:	Phone:	Occupation:

In order that Avant Public Schools may be fully informed as to my personal character and qualifications for employment, I hereby authorize the Avant Public Schools to contact any former employer or other person whom they wish to contact concerning my personal character and qualifications, and I hereby release any such persons and the Avant Public Schools from any and all liability for information provided or obtained as a result of these inquiries.

I hereby affirm that the information provided on this application (and accompanying resume, if any) is true and complete to the best of my knowledge. I also agree that falsified information, misrepresented information or significant omissions may disqualify me from further consideration for employment and may be considered justification for immediate termination at any time prior to or after my employment with the Avant Public Schools may have commenced.

Signature

Date

“An Equal Opportunity Employer”

**AVANT PUBLIC SCHOOLS
AUTHORIZED FOR RELEASE OF INFORMATION**

In connection with my application for employment with Avant Public Schools, I authorize Avant Public Schools to solicit background information relative to my criminal record history.

I AUTHORIZE, WITHOUT RESERVATION, ANY PERSON, AGENCY OR OTHER ENTITY CONTACTED BY AVANT PUBLIC SCHOOLS TO FURNISH THE ABOVE MENTIONED INFORMATION.

I release Avant Schools, their respective employees, all persons, agencies, and entities providing information or reports about me from any and all liability arising out of the release of any such information or report.

Name: (Print) _____ DOB: _____

AKA or Maiden Name: _____ Soc. Sec. # _____

Current Address: _____

City/County/State/Zip Code: _____

Signature: _____ Date: _____

OFFICE USE ONLY

The following states and counties: _____

We request pre-employment criminal history background checks.

Avant Public Schools acknowledges that it seeks release and dissemination of the above information for the purpose of determining applicant's qualifications for employment with the district.

SUBMIT