

COLONIAL SCHOOL DISTRICT

SUPPORT STAFF EMPLOYMENT APPLICATION

Copies of: I-9 form & back-up documents, W-4 form, Child Abuse Clearance, Criminal Record Clearance, FBI Clearance, Earned Income Tax Form, PA Public Education Verification Form are required as attachments to this application.

NAME _____	CHECK POSITION (S) YOU ARE APPLYING FOR:	
ADDRESS _____	_____ <i>Secretarial/ Clerical</i>	_____ <i>Full-Time</i>
_____	_____ <i>Building & Grounds</i>	_____ <i>Part-Time</i>
HOME PHONE # _____	_____ <i>Food Service</i>	_____ <i>Substitute</i>
CELL PHONE # _____	_____ <i>Instructional Aide</i>	
E-MAIL ADDRESS _____	_____ <i>Cafeteria Aide</i>	
_____	_____ <i>Staff Nurse</i>	

EDUCATION

	NAME OF SCHOOL	GRADUATION DATE	MAJOR SUBJECTS
HIGH SCHOOL			
COLLEGE OR UNIVERSITY			
OTHER POST SECONDARY			

PREVIOUS EMPLOYMENT

(Start with present employer and list all employers)

DATES EMPLOYED (FROM - TO)	NAME -ADDRESS-PHONE NO. OF EMPLOYER	TYPE OF WORK PERFORMED	REASON FOR LEAVING	SALARY

If you are currently employed, may we contact your employer? _____

REFERENCES

NAME	POSITION	ADDRESS	PHONE #

Indicate any additional skills, activities or areas of special proficiency:

Prospective employees of the Colonial School District are required by state law, prior to employment, to furnish certain information pertinent to their background. You are required to provide a current PA Criminal Record Check, current PA Child Abuse History Clearance, and a FBI Clearance.

No person will be hired by the Colonial School District until the individual has complied with the provisions of the law.

I hereby declare that the information in this application is true and complete to the best of my knowledge. I understand that falsification of any information submitted on this application shall be cause for dismissal from service.

DATE

SIGNATURE OF APPLICANT

The Colonial School District is an equal opportunity education institution in accordance with Title VI, IX, Section 504, and all existing state and federal laws and will not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, national origin, or handicap.

DO NOT WRITE BELOW THIS LINE

INTERVIEWER	DATE	COMMENTS

POSITION _____

DATE OF HIRE _____

STARTING SALARY _____