

ALTON COMMUNITY UNIT SCHOOL DISTRICT NO. 11

1854 E. Broadway
 Alton, IL 62002
 618 433-7824 - Office
 618 463-2126 – Fax

NON-CERTIFIED EMPLOYMENT APPLICATION

Please check position(s) applied for:

Teacher Asst. Clerk/Secretary Maintenance Substitute Safety Aid

| | | | |
|--|---------|----------|---|
| Date _____ Social Security No. _____ Telephone _____ | | | |
| Name _____ | | | |
| (Last) | (First) | (Middle) | (Any other name under which records may be filed) |
| E-mail Address _____ | | | |
| Current Address _____ | | | |
| _____ | | | |
| (Street) | (City) | (State) | (Zip Code) |

| | | | |
|--------------------|---------------|--------|-----------------|
| Employer | Dates From: | To: | Work Performed: |
| Address | Start Salary: | Final: | |
| Job Title | | | |
| Supervisor | | | |
| Reason for Leaving | | | |

| | | | |
|--------------------|---------------|--------|-----------------|
| Employer | Dates From: | To: | Work Performed: |
| Address | Start Salary: | Final: | |
| Job Title | | | |
| Supervisor | | | |
| Reason for Leaving | | | |

| | | | |
|--------------------|---------------|--------|-----------------|
| Employer | Dates From: | To: | Work Performed: |
| Address | Start Salary: | Final: | |
| Job Title | | | |
| Supervisor | | | |
| Reason for Leaving | | | |

| | | | |
|--------------------|---------------|--------|-----------------|
| Employer | Dates From: | To: | Work Performed: |
| Address | Start Salary: | Final: | |
| Job Title | | | |
| Supervisor | | | |
| Reason for Leaving | | | |

EDUCATIONAL TRAINING

High School _____ Location _____

| COLLEGE/UNIVERSITY | LOCATION | MAJOR/MINOR | DEGREE |
|--------------------|----------|-------------|--------|
| | | | |
| | | | |
| | | | |

EMPLOYMENT REFERENCES

List Supervisors who are familiar with your work

| NAME | POSITION | PRESENT ADDRESS | PHONE |
|------|----------|-----------------|-------|
| | | | |
| | | | |
| | | | |

Upon employment, teacher assistants must hold a teaching, paraprofessional or substitute teaching licensure with current registration in Madison County.

Initial employment is on a 12 month probationary basis. Your work will be evaluated by your supervisor, and continued employment will be based on these evaluations.

Applicants for any position are advised that a willfully false statement or knowing omission of any employment history requested on this application may constitute a Class A Misdemeanor. Additionally, any materially false statement or omission will lead to termination from employment. Accordingly, I hereby acknowledge that the statements contained herein are accurate and that I have not omitted any employment information requested on this application.

If employed, you will be required to provide the following items: evidence of physical fitness to perform duties assigned and freedom from communicable disease in accordance with the Illinois School Code.

I understand that I am subject to a criminal background investigation as per the laws of the State of Illinois and a drug test. I further understand that I may be subject to immediate dismissal if the investigation discloses a conviction of certain specified criminal or drug offenses under the Illinois School Code. I hereby authorize the District to initiate a drug test and criminal background check with the State Police and FBI and agree to execute any forms required for said investigations. This application is good for one year.

Alton Community School District No. 11 does not discriminate on the basis of race, color, religion, national origin, age, sex, marital status, disability, unfavorable military discharge or any other unlawful basis in the recruitment, selection or employment of its employees. Individuals requiring special accommodations in the application process should contact the District's ADA/Section 504 Coordinator. Alton Community Unit School District No. 11 is an equal opportunity employer and educator.

You are not obligated to disclose sealed or expunged records of a conviction or an arrest. Have you ever been convicted of or pleaded guilty to any criminal offenses other than minor traffic offenses?
(Yes) (No)

Signature of Applicant _____ Date _____