

Application for Employment – Support Personnel

Morrison Public Schools

P.O. Box 176
 Morrison, OK 73061
 580-724-3341

An Equal Opportunity Employer:

It is the policy of Morrison Public School to provide equal opportunities without regard to race, color, religion, origin, gender, age, marital or veteran status, or disability in its education programs, activities, admissions, services, financial aid and employment.

Instructions:

1. Please complete all information requested. Information provided will be considered confidential.
2. If an item does not apply, please write the letters N/A for not applicable.

(This application will remain in our active file for at least one year unless otherwise notified.)

Date: _____ Position for which applying: _____

PERSONAL DATA:

Name: _____ SS # _____
(last) (first) (middle)

Address: _____
(Street or box no.) (city) (state) (zip)

Home phone (_____) _____ Business phone (_____) _____

Cell phone (_____) _____ E-mail address _____

Are you authorized to work in the U.S. on an unrestricted basis? Yes No

EDUCATION AND TRAINING:

Type of School	Name and Address of School	Course of Study	No. of Years Completed	Did you Graduate?	Type of Degree Diploma or Certificate
High School (last attended)	_____	_____	_____	<input type="checkbox"/> Yes	_____
	_____	_____	_____	<input type="checkbox"/> No	_____
All Vocational schools, Technical Institutes and Junior Colleges	_____	_____	_____	<input type="checkbox"/> Yes	_____
	_____	_____	_____	<input type="checkbox"/> No	_____
All Colleges or Universities	_____	_____	_____	<input type="checkbox"/> Yes	_____
	_____	_____	_____	<input type="checkbox"/> No	_____
Other Training including Military Schools Equivalency Diplomas	_____	_____	_____	<input type="checkbox"/> Yes	_____
	_____	_____	_____	<input type="checkbox"/> No	_____

List other educational preparation pertinent to the position(s) for which you are applying (institutes, seminars, etc.)

List any awards, honors, publications, special skills or hobbies.

Present Employer: _____
(Company) (Phone)

Address: _____

Position Held: _____ From: _____ To: _____

Duties and Responsibilities: _____

Name and Title of Supervisor: _____

Reason for Wanting to Change Jobs: _____

We may contact the employer listed above unless you indicate below you do not want us to contact.

DO NOT CONTACT:

Employer: _____

Reason: _____

Please complete if you are applying for a bus drivers position

TYPE OF LICENSES:

Do you have an Operators License? Yes No
 Drivers Chauffeurs

Are you at least 18 years of age? Yes No

How did you find out about this opening? _____

LEGAL INFORMATION:

As an educational institution, Morrison Public School has a responsibility to its students and public. Therefore, we conduct reference and background checks on selected applicants. Do we have your approval to conduct such checks? Yes No

READ CAREFULLY BEFORE SIGNING:

THE INFORMATION AS SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT FALSIFICATION OF ANY INFORMATION SUBMITTED ON THIS APPLICATION CAN BE CASUE FOR DISMISSAL FROM SERVICE.

Signature of Applicant

Date