

Robertson County Board of Education
1762 Sardis Road
Mount Olivet, Ky 41064
Classified Employment Application
(Instructional Assistant)

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment History

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

College Hours Certification

Have you completed Para Education certification?: _____ Yes: _____ No: _____
If YES: Date: _____ Location: _____
If NO: Are you willing to complete all training required? Yes: _____ No: _____

Have you ever been convicted of any offense related to alcohol or drugs? _____

Have you ever been convicted of any offense related to sexual misconduct? _____

Have you ever been convicted of any crimes, felony, or misdemeanors? _____

NOTE: If you answered "YES" to any of the previous three questions, enter the charge(s) and date(s) of the conviction(s):

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge. I agree that, if employed by the Robertson County Board of Education, I will remain for the full term of my employment, or give at least two weeks notice of my intent to resign. I understand that a criminal records check will be required as a condition of my employment. I certify that I have fully disclosed, to the best of my knowledge, any offenses that may appear thereon. I understand that upon receiving a conditional job offer, I may be required to take a medical examination. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

The Robertson County Board of Education is an Equal Educational and Employment Institution. We offer equal employment opportunities to all persons without regard to race, color, religion, age, marital or veteran's status, sex, national origin, disability or any other legally protected status.