



Lakeview Community Schools

3744 83rd Street
Columbus, NE 68601
402-564-8518

INITIAL APPLICATION FOR EMPLOYMENT

PLEASE TYPE OR PRINT:

NAME: _____
(Last) (First) (Middle)

ADDRESS: _____ SOCIAL SECURITY # _____
_____ PHONE NUMBER: _____

POSITION APPLIED FOR: _____ LOCATION: _____

HOW DID YOU HEAR ABOUT THIS POSITION: _____

Describe your qualifications, certifications, licenses, if applicable, and experience for this position:

RECORD OF EDUCATION

<u>LEVEL</u>	<u>NAME & ADDRESS OF SCHOOL</u>	<u>YEARS</u>	<u>GRADUATE?</u>
Elementary	_____	_____	_____
High School	_____	_____	_____
College	_____	_____	_____
Other	_____	_____	_____

PERSONAL REFERENCES

	<u>NAME & ADDRESS</u>	<u>OCCUPATION</u>	<u>PHONE</u>	<u>YRS. KNOWN</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____

EMPLOYMENT HISTORY

Please list below all present and past employment, beginning with your most recent.

1

COMPANY NAME AND ADDRESS: _____
SUPERVISOR: _____ SALARY: _____
DATES EMPLOYED FROM: _____ TO: _____
REASON FOR LEAVING: _____

2

COMPANY NAME AND ADDRESS: _____
SUPERVISOR: _____ SALARY: _____
DATES EMPLOYED FROM: _____ TO: _____
REASON FOR LEAVING: _____

3

COMPANY NAME AND ADDRESS: _____
SUPERVISOR: _____ SALARY: _____
DATES EMPLOYED FROM: _____ TO: _____
REASON FOR LEAVING: _____

4

COMPANY NAME AND ADDRESS: _____
SUPERVISOR: _____ SALARY: _____
DATES EMPLOYED FROM: _____ TO: _____
REASON FOR LEAVING: _____

5

COMPANY NAME AND ADDRESS: _____
SUPERVISOR: _____ SALARY: _____
DATES EMPLOYED FROM: _____ TO: _____
REASON FOR LEAVING: _____

Please account for any lapses in dates between employment. Continue list of employment on an additional sheet if necessary.

Please use this space to summarize any additional experience and/or skills you have that are applicable to the position.

YOU MAY ATTACH A RÉSUMÉ IF YOU WISH

PLEASE ATTACH A COPY OF ANY CERTIFICATES OR LICENSES WHICH PERTAIN TO THIS POSITION

BACKGROUND CHECK AND INFORMATION

In addition to the following information, a thorough background check may be made at the option of Lakeview Community Schools.

If additional space is needed, begin your explanation here and attach additional sheets and clearly identify as Background Check and information: A and B respectively:

“YES” answers to the following questions will not necessarily result in denial of an offer of employment. The Lakeview Community Schools District will consider all the circumstances, including the date and nature of events that have led to the actions described below. Your written explanation will assist the board in determining your eligibility and suitability for an offer of employment.

- A. have you ever been convicted of, admitted committing, plead no contest, or are awaiting trial for any crime relating to sexual or physical abuse? You must answer “YES” if true, even if the matter was later dismissed, deferred, reversed, or vacated. If you answer “YES” you must provide dates of the proceeding, the name and address of the court where the proceedings occurred, a statement of the accusations against you and the final disposition of the case(s)

_____ Yes _____ No

Explanation: _____

- B. have you ever had any license or certificate of any kind (teaching certificate or otherwise) revoked or suspended, or have you in any way been sanctioned by, or is any charge or complaint now pending against you before any licensing, certification or other regulatory agency or body, public or private? If you answer “YES” you must provide the dates of proceedings, name, address and telephone number of the agency or body where proceedings took place, a statement of the accusations against you, the final disposition and/or current status of the charge of complaint.

_____ Yes _____ No

Explanation: _____

VERIFICATION STATEMENT
(Please read carefully and sign the statement below)

The information in the application for employment is true, correct and complete to the best of my knowledge. I certify that I have answered all questions to the best of my ability, and I have not withheld any information that would unfavorably affect my application for employment. I acknowledge that any misrepresentation or omission of any fact in my application, résumé or any other materials, or during any interviews, may be the cause for my rejection from employment or may result in my subsequent dismissal if I am hired.

SIGNATURE OF APPLICANT

DATE

Please direct all inquiries, application, and supporting materials to:
Jason Cline, Superintendent
Lakeview Community Schools - 3744 83rd Street – Columbus, NE 68601
Phone: 402-564-8518 Fax: 402-564-5209 email: jcline@lakeview.esu7.org

The Lakeview Community School District is an equal opportunity employer (EOE). Lakeview Community Schools do not discriminate on the basis of sex, race, national origin, marital status, age or disability in admission to, or treatment of, or employment in, its programs and activities. It is the intent of LCS to comply with both the letter and spirit of the law making certain discrimination does not exist in its policies, regulations and operations. Grievance procedures have been established for anyone who feels LCS have shown discrimination. These procedures can be obtained by contacting the Superintendent of Schools. Inquiries concerning the application of LCS districts’ policies of nondiscrimination should be directed to the Superintendent of Schools.