

Lind-Ritzville Cooperative Schools  
206 W. 3<sup>rd</sup> St. - PO Box 340 Lind WA 99341  
209 E Wellsandt Ritzville WA 99169  
(509) 677-3499 or 659-1660

**LIND-RITZVILLE COOPERATIVE SCHOOLS**  
**CLASSIFIED EMPLOYMENT APPLICATION**  
*Lind-Ritzville Cooperative Schools is an Equal Opportunity Employer*      Date\_\_\_\_\_

NAME\_\_\_\_\_EMAIL ADDRESS \_\_\_\_\_  
Last First Middle Initial

ADDRESS\_\_\_\_\_TELEPHONE NUMBER\_\_\_\_\_

POSITION APPLIED FOR\_\_\_\_\_

Please fill out the application completely, any application with missing information may not be considered.  
Indicate experiences which would be of value to you in working with children:\_\_\_\_\_

Education	Name and Address of School	Date last attended	Degree/Diploma	Major Subject

SKILLS	YEARS EXPERIENCE	SKILLS	YEARS EXPERIENCE	SKILLS	YEARS EXPERIENCE
Typing (WPM)		Handling Cash		Working with children	
Bookkeeping		Calculator		Custodial	
Computers		Bus Driver		Grounds/Maint.	
Welding		Food Service			
Teachers Aide		Mechanic			

PREVIOUS WORK EXPERIENCE (List current and former employers beginning with most recent. Attach separate sheet if necessary).

1. Name of Company_____ Supervisor Name _____ Phone No. _____ Address _____ City, State, Zip _____	Duties	From: Month/Year	To: Month/Year	Reason for Leaving: _____ _____ _____
2. Name of Company_____ Supervisor Name _____ Phone No. _____ Address _____ City, State, Zip _____	Duties	From: Month/Year	To: Month/Year	Reason for Leaving: _____ _____ _____
3. Name of Company_____ Supervisor Name _____ Phone No. _____ Address _____ City, State, Zip _____	Duties	From: Month/Year	To: Month/Year	Reason for Leaving: _____ _____ _____
4. Name of Company_____ Supervisor Name _____ Telephone No. _____ Address _____ City, State, Zip _____	Duties	From: Month/Year	To: Month/Year	Reason for Leaving _____ _____ _____

VOLUNTEER EXPERIENCE: List any volunteer service you have had that includes dealing with children: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

May we contact the above references?      Yes      No      If no, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PERSONAL REFERENCES  
(Other than relatives and former employers.)

Name and Phone Number  
Address  
City, State, Zip

Name and Phone Number  
Address  
City, State, Zip

Name and Phone Number  
Address  
City, State, Zip

HAVE YOU BEEN:

- a. Convicted of any crime against persons (reckless endangerment; simple assault; unlawful imprisonment; communication with a minor; first degree promoting prostitution; vehicular homicide; incest; indecent liberties; first or second degree extortion; first or second degree manslaughter; first degree burglary; first degree arson; first or second degree robbery; first, second, or third degree statutory rape; first, second or third degree assault; aggravated murder; first or second degree murder; first or second degree kidnapping?)      no      yes (specify)\_\_\_\_\_
- b. Found in any dependency action or by a court in a domestic relations proceeding or in any disciplinary board final decision to have sexually assaulted or exploited any minor or to have sexually abused any minor?      no      yes (explain)\_\_\_\_\_
- c. In the last seven years released from prison or convicted of any offense that involved drugs, embezzlement, or fraud?      no      yes

***AN INQUIRY TO THE WASHINGTON STATE PATROL AND/OR STATE OR FEDERAL LAW ENFORCEMENT AGENCY WILL BE MADE.***

All of the information I have provided in this application is true, correct, and complete. I authorize Lind-Ritzville Cooperative Schools to inquire with former employers or references and obtain any and all information regarding my job related background. I also authorize Lind-Ritzville Cooperative Schools to check for any conviction(s) on record. I release and waive Lind-Ritzville Cooperative Schools, my former employer, and all references from any and all liability in obtaining or disclosing such information. I agree that if I have provided false or incomplete statements, the district, may at its sole discretion, without notice or due procedures, terminate my employment.

The Lind-Ritzville Cooperative Schools is required by law to do a fingerprint check on all new employees. There is a cost related to this process and you will be required to pay the original cost.

Signature

Date

**LIND-RITZVILLE COOPERATIVE SCHOOLS**  
**CONFIDENTIAL PRE-EMPLOYMENT INFORMATION (OPTIONAL)**

Failure to provide the information requested below will not jeopardize or adversely affect the consideration you receive for employment. However, your answers will help ensure that our affirmative action program results in fair representation in employment and assist us in meeting requirements for periodic reporting of our work force composition.

**RACE/ETHNIC ORIGIN DEFINITIONS:**

American Indian or Alaskan Native: A person having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

Asian or Pacific Islander: A person having origins in any of the original peoples of the Far East, Southeast, Asia, the Indian Subcontinent or the Pacific Islands.

Black (not of Hispanic Origin): A person having origins in any of the Black racial groups of Africa.

Hispanic: A person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.

White Caucasian: A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.

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POSITION APPLIED FOR: \_\_\_\_\_

NAME \_\_\_\_\_

Race/Ethnic origin as defined above:

American Indian or Alaska Native

Hispanic

Asian or Pacific Island

White

Black

Sex:            Male                                  Female

Birth Date \_\_\_\_\_

HANDICAPS: "Handicapped Individual" means any person who 1) has a physical or mental impairment which substantially limits one or more of such person's major life activities, 2) has a record of such impairment, or 3) is regarded as having such an impairment. I am handicapped as defined  
yes                                  no

RECRUITMENT SOURCE: Please indicate the publication or other source where you obtained information regarding this position notice so we can determine the effectiveness of various recruitment efforts.

*Lind-Ritzville Cooperative Schools provides equal opportunity in education and employment related to  
all federal and state laws.*