

Westhoff Independent School District

PO Box 38, Westhoff, TX 77994

Ph: 830-236-5519

EMPLOYMENT APPLICATION FOR SERVICE AND SUPPORT PERSONNEL

We consider applicants for all positions without regard to race, color, national origin, age, religion, sex, marital status, veteran or military status, disability, or any other legally protected status.

AN EQUAL OPPORTUNITY EMPLOYER

Personal Data	Date of Application _____ Name _____ <div style="display: flex; justify-content: space-between; width: 80%; margin-left: 20px;"> <i>Last</i> <i>First</i> <i>Middle Initial</i> </div> Current Address _____ <div style="display: flex; justify-content: space-between; width: 80%; margin-left: 20px;"> <i>Street/Box</i> <i>City</i> <i>State</i> <i>Zip Code</i> </div> Other Address where you may be reached _____ Work Phone _____ Home Phone _____ Other name that may appear on records _____ <i>(Used for certification, reference, and criminal history checks)</i> Social Security Number (Optional) _____ <i>(Used for certification verification)</i>			
Position Data	List the position(s) you are applying for _____ Type of Employment: _____ Full-Time _____ Part-Time Date you can begin work _____ Have you been employed by Westhoff ISD in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No If you answered yes, provide dates of employment _____			
	Check the highest level of education attained: ___ Not a high school graduate (circle last grade completed) 1 2 3 4 5 6 7 8 9 10 11 ___ High School Graduate ___ GED ___ Less than two years of college ___ Two or more years of college ___ Bachelors Degree ___ Master's Degree Licenses and certifications held			
Education/Training	Name and location of schools attended	Course of study and major/minor	Diploma, degree, certificate, or license held	Year graduated (college only)

Work Experience	Please provide a complete list of all positions you have held in the past 10 years. List the most recent first. Attach additional sheets if necessary. Attach a resume if available.			
	Employer and location	Position/Title	Dates employed	Reason for leaving

Special Skills	List specific skills and any machines or equipment you can operate related to the position you are applying for:
	1. _____ 2. _____ 3. _____ 4. _____

General Information	Do you have a relative who serves on the Westhoff ISD Board of Education? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide the relative's name and relationship: _____
	Have you ever been convicted of, plead guilty or no contest (nolo contender) to, or received probation, suspension, or deferred adjudication for a felony or any offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor)? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please state where, when, and the nature of the offense _____

(A felony conviction is not an automatic bar to employment. The district will consider the nature, date, and relationship between the offense and the position for which you are applying.)

References	Please list references the district can contact regarding your work history. Include all managers and supervisors who evaluated or supervised your performance at your last two employers.				
	Full Name of Reference	School District/Firm Name	Mailing Address	Position/Title	Phone Number including area code

Verification	<p>I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge and understand that any deliberate falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.</p> <p>I authorize the references listed on the previous page to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all such parties from liability for any damage that may result from furnishing the same to you.</p> <p>I understand that the district is authorized by Texas Education Code § 22.083 to obtain criminal history record information on applicants the district intends to employ.</p>
	<p>_____</p> <p>Signature _____ Date</p> <p>This application becomes the property of the district. The district reserves the right to accept or reject it. This application shall be considered active for 12 months. If you have not received a response during this time period, you may reapply or reactivate your application.</p>

