

SULPHUR SPRINGS INDEPENDENT SCHOOL DISTRICT
631 Connally Street • Sulphur Springs, Texas 75482

APPLICATION FOR EMPLOYMENT

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

An Equal Opportunity Employer

Personal Data	Social Security number _____ Driver's License No: _____																		
	Name _____ As it appears on Driver's License Last First Middle Initial																		
	Current address _____ Street/Box City State ZIP Code																		
	Other address where you may be reached _____																		
	Work Phone _____ Home Phone _____																		
Position Data	Other name that may appear on records _____ (Used only for reference checks)																		
	List the position(s) you are applying for _____																		
	Type of employment : ☐ Full-time ☐ Part-time ☐ Summer only																		
	Date you can begin work _____																		
	Have you been employed by Sulphur Springs ISD in the past? ☐ Yes ☐ No																		
Education/Training	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 12																		
	☐ High school graduate ☐ GED ☐ Less than two years of college																		
	☐ Two or more years of college ☐ Bachelor's degree																		
	☐ Master's degree ☐ Other training or education _____																		
	Licenses and certificates held _____																		
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:30%;">Name and Location of schools attended</th> <th style="width:20%;">Course of Study and major/minor</th> <th style="width:30%;">Diploma, degree, certificate, or license held</th> <th style="width:20%;">Year graduated (College only)</th> </tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table>				Name and Location of schools attended	Course of Study and major/minor	Diploma, degree, certificate, or license held	Year graduated (College only)												
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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 (bus driver applicants, see addendum). Attach 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. Include number of years of experience.			
	1. _____		2. _____	
General Information	3. _____			
	4. _____			
	5. _____			
	6. _____			
General Information	Do you have a relative who serves on the Sulphur Springs ISD Board of Education?			
	☐ Yes ☐ No If yes, please provide the relative's name and relationship: _____			

	Have you ever been convicted of, plead guilty or no contest (nolo contendere) to, or received probation, suspension, or deferred adjudication for a felony or offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor)?			
	☐ Yes ☐ 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.)				

THIS SECTION IS FOR BUS DRIVER APPLICANTS ONLY

Each person who applies to be a bus driver must provide the following information at the time of application. Note: Bus drivers must pass a physical examination and drug test.

Personal Data

Name _____ Phone number _____

Hours available for work _____ Driver's license number _____ Type _____

Do you have a Texas School Bus Driver Training Certificate? ☐ Yes ☐ No

Have you ever had a driver's license suspended, revoked, or cancelled? ☐ Yes ☐ No

If you answered yes, explain _____

Are there any criminal charges or proceedings pending against you? ☐ Yes ☐ No

If you answered yes, explain _____

Have you ever been convicted of, plead guilty or no contest (nolo conendere) to, or received probation, suspension, or deferred adjudication for any traffic violation? ☐ Yes ☐ No

If yes, state where, when, and the nature of the offense _____

In the past two years, have you failed an employer's alcohol or drug test? ☐ Yes ☐ No

If you answered yes, explain _____

References	Please list references the district can contact regarding your work history. Please 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	Area Code, Phone Number

Verification	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. I authorize the references listed above 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. 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.
	Signature _____ Date _____ 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

PRE-EMPLOYMENT OR PRE-SERVICE AFFIDAVIT FOR EDUCATIONAL ENTITIES

*Pursuant to Texas Education Code (TEC) §22A.055, a person applying for employment with or who will act as a service provider for an educational entity (school district, district of innovation, open-enrollment charter school, other charter entity, regional education service center, or shared services arrangement) **must** submit, using a form adopted by the agency, a pre-employment or pre-service affidavit.*

Section 1 - Penalties for Failure to Disclose Required Information

A person commits an offense, a Class B misdemeanor, if the person fails to disclose information required to be disclosed under TEC §22A.055. Additionally, a determination that an employee or person providing services failed to disclose information required to be disclosed by a person under TEC §22A.055 is grounds for termination of employment or service.

Section 2 – Disclosure of Work History and Consent for Release of Records

Have you previously been employed by or acted as a service provider, or are you currently employed by or currently acting as a service provider for a public or private school?	Yes No
Do you consent for release of your prior employment records? <i>Pursuant to TEC §22A.055, a person applying for employment with or who will act as a service provider for an educational entity <u>must</u> consent for release of the person's employment records.</i>	Yes No

Section 3 – Disclosure of Investigation or Placement on the Do Not Hire Registry

Have you ever been terminated, non-renewed, or discharged from a public or private school?	Yes No
Have you ever resigned, in lieu of being terminated or discharged, from a public or private school?	Yes No

Have you ever been investigated by a law enforcement or child protective services agency for, or charged with, adjudicated for, or convicted of, an offense involving the following conduct described by TEC §22A.051(a)(2)(A), (B), (C), or (D) ?: • abused or otherwise committed an unlawful act with a student or minor, including by engaging in conduct that involves physical mistreatment or constitutes a threat of violence to a student or minor and that is not justified under Chapter 9, Penal Code, regardless of whether the conduct resulted in bodily injury; • was involved in or solicited a romantic relationship with or solicited or engaged in sexual contact with a student or minor; • engaged in inappropriate communications with a student or minor, as defined by board rule; • failed to maintain appropriate boundaries with a student or minor, as defined by board rule; <i>Adjudication and conviction refer to a conviction, plea of guilty or no contest (nolo contendere), probation, suspension, or deferred adjudication.</i> <i>Charge refers to a formal criminal charge as documented by a primary charging instrument (a complaint, information, or indictment) under the Texas Code of Criminal Procedure.</i>	Yes No
Have you ever been investigated by a licensing authority or had a license, certificate, or permit denied, suspended, revoked, or subject to another sanction in this state or another state for conduct described by TEC §22A.051(a)(2)(A), (B), (C), or (D), which is described above?	Yes No
Are you now the subject of an inquiry, disciplinary action, review, or investigation, by any public or private school, by a teacher-licensing agency, by any law enforcement agency, or in the court of Texas or any other state in connection with any alleged misconduct?	Yes No
Have you ever been listed on the Do Not Hire Registry under TEC §22A.151 by the Texas Education Agency.	Yes No
If you answered YES to any question in this section, disclose all relevant facts known to you pertaining to the matter, including, if applicable to the action, whether the allegation was determined to be true or false.	

Section 3 – Declaration of Applicant

Name (First, Middle, Last)

Date of Birth

Address (House/Unit # and Street Name)

Address (City, State, Zip Code)

County

Signature

Date Signed