

School District of Fall Creek

SUBSTITUTE SUPPORT STAFF APPLICATION

Each item on this application is important. Please complete carefully and accurately.

Date of Application: _____

PERSONAL INFORMATION

Last Name _____ First Name _____ Middle _____

Address _____
Street City State Zip

Phone # _____

Additional phone numbers where you may be reached: _____

Date available for employment _____

GENERAL INFORMATION

Include a resume of qualifications. College transcripts and placement file must be provided by the applicant where applicable.

Position(s) for which you are applying _____

Have you filed an application with this school district within the last year?
_____ Yes _____ No Under what name? _____
When? _____

EDUCATIONAL AND TRAINING

Please list in order of attendance all education institutions attended.

<u>Institution</u>	<u>City /State</u>	<u>Degree</u>	<u>Major</u>	<u>Minor</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Describe any other education or training (vocational, business, apprenticeships, correspondence courses, etc.)

Do you have a parent, spouse, son, daughter, sister, brother, brother-in-law, son-in law, sister-in-law, daughter-in-law, step-parent and/or grandparent currently employed by the Fall Creek School District in a supervisor's position? _____ If yes, please indicate the name of the individual, your relationship to the person and their current supervisor's position with the district.

Have you ever been convicted of a crime? _____ Yes _____ No

If you are recommended for employment a criminal background check and physical entrance examination must be satisfactorily completed before you will be hired.

In order to complete a criminal background check in the State of Wisconsin we need to know your date of birth.

Date of Birth _____ Social Security # _____

I certify that the answers given by me in this application are true and correct without omission of any kind. I agree that the district shall not be held liable in any respect if my employment is terminated because of false statements, answers or omissions made by me in the application. I authorize the school district to make any investigation of my personal or employment history and authorize any former employer, person, firm, corporation or governmental agency to disclose to the school district any information they may have regarding me. In consideration of the school district's review of this application, I hereby release the district as well as all providers of information from any liability and for any damage that may result from the furnishing and receiving of this information. A copy of this authorization and release is as valid as the original and should be recognized as such.

Signature of Applicant

Date

The Fall Creek School District will only accept employment applications when a vacancy exists or when the district requests applications for a future position(s). An unsolicited application, and any materials attached thereto shall be destroyed.

The Fall Creek School District is an equal opportunity employer. The District does not discriminate on the basis of sex, race, color, religion, creed, age, national origin, ancestry, pregnancy, marital status or parental status, sexual orientation, disability or other factors provided for by state and federal laws.

Reasonable Accommodation

Reasonable accommodation, including the provision of informational material in an alternative format, will be provided for qualified individuals with disabilities upon request.

To request accommodation, please contact Teresa Reetz, (715) 877-2123 extension 221, or Fall Creek School District 336 E. Hoover Avenue Fall Creek, WI 54742. Email

teresareetz@fallcreek.k12.wi.us