

SPERRY PUBLIC SCHOOLS
Support Employee
APPLICATION FOR EMPLOYMENT
400 West Main Street
Sperry, OK 74073
(918) 288-7213 – Fax (918) 288-7067
www.sperry.k12.ok.us

Sperry Public Schools is an equal opportunity employer and adheres to the principles and practices which prohibit discrimination in employment on the basis of race religion, gender, age, national origin or handicap.

Personal Data:

Last Name:	First:	Middle:
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Address:	City:	State:	Zip Code:
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Home Phone:	Cell Phone:	Social Security Number:
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Position(s) Applied For:

(First Choice)
(Second Choice)

Education and Training:

Name, Address, City, State, Zip of Institution	No. of years completed	Diploma, Degree or Major
High School		

College

College

Personal interviews will be arranged by the personnel office. You will receive no further reply unless you are being considered for a specific position.

Have you been previously employed by Sperry Schools? ___Yes ___No

Oklahoma State Law prohibits the employment of individuals directly related to members of the Board of Education. Are you related to any member of the Sperry Board of Education? ___Yes ___No

If yes, please indicate and name the relationship. _____

Are you related to any employee of Sperry Public Schools? ___Yes ___No

If yes, please indicate and name the relationship. _____

Do you agree to sign an authorization and release form to obtain a national felony record search with prospective employee's name and social security number? ☐ Yes ☐ No

Do you agree not to smoke in school facilities or vehicles? ☐ Yes ☐ No

Have you ever entered a plea of guilty or nolo contendere to a state or federal felony charge? ☐ Yes ☐ No

Have you ever been convicted of a state or federal felony offense? ☐ Yes ☐ No

Have you ever been charged with a state or federal offense which was reduced to a misdemeanor offense to which you entered a plea of guilty or nolo contendere? ☐ Yes ☐ No

Have you ever entered a plea of guilty or nolo contendere to, or been convicted of, a state or federal misdemeanor charge involving illegal chemical substances or illegal sexual activity? ☐ Yes ☐ No

Have you ever or are you presently receiving or seeking Workman's Compensation from a former employer? ☐ Yes ☐ No

Do you have any impairment, physical or medical, which might interfere with your ability to do the job for which you are applying? ☐ Yes ☐ No

Employment Experience

List present employer or most recent employer first. (If additional space is needed, please continue on a separate sheet of paper.) May we contact your present employer? ☐ Yes ☐ No

Employer: _____

Address, City, State, Zip: _____

Phone No.: _____ Dates Employed: From _____ To _____

Employer: _____

Address, City, State, Zip: _____

Phone No.: _____ Dates Employed: From _____ To _____

Employer: _____

Address, City, State, Zip: _____

Phone No.: _____ Dates Employed: From _____ To _____

Honors and Achievements

Have you ever driven a school bus? _____ Have you ever attended Oklahoma Bus Certification School? _____
If so, date and location of certification school _____
Certification Expiration Date _____ List any restrictions on your license _____
Drivers License Number: _____ State _____ Expiration Date _____
Operator's License _____ C.D.L. _____ Class _____
List any traffic offenses for which you have forfeited your license during the past three (3) years. _____

Offense	Place	Year

References:

Please do not refer to relatives.

Name	Address	Phone	Occupation
1.			
2.			
3.			

Person to be notified in case of emergency: (Name, Address and Phone) _____

In order that the officials of the Sperry Public Schools may be fully informed as to my personal character and qualifications for employment, I hereby authorize the Sperry Public Schools to contact any former employer or other person whom they wish to contact concerning my personal character and qualifications, and I hereby release any such persons and the Sperry Public Schools from any and all liability for information provided or obtained as a result of these inquires.

I hereby affirm that the information provided on this application (and accompanying resume, if any) is true and complete to the best of my knowledge. I also agree that falsified information, misrepresented information or significant omissions may disqualify me from further consideration for employment and may be considered justification for immediate termination at any time prior to or after my employment with the Sperry Public Schools may have commenced.

Signature

Date

"An Equal Opportunity Employer"

FOR SPERRY PUBLIC SCHOOLS PERSONNEL OFFICE USE ONLY

Date Interviewed: _____ by: _____ Remarks: _____

Date Interviewed: _____ by: _____ Remarks: _____