

JERSEY COMMUNITY UNIT SCHOOL DISTRICT No. 100
JERSEY AND GREENE COUNTIES
100 LINCOLN AVENUE
JERSEYVILLE, ILLINOIS 62052
PHONE: 618-498-5561

CLASSIFIED EMPLOYEE APPLICATION

GENERAL INFORMATION

NAME _____ DATE _____

POSITION YOU ARE QUALIFIED FOR AND INTERESTED IN (LIST ALL)

ADDRESS _____ PHONE _____

_____ City _____ State _____ Zip _____

E-MAIL ADDRESS _____

SOCIAL SECURITY NUMBER _____ (Disclosure is voluntary)

EDUCATION

HIGH SCHOOL	LOCATION	MAJOR/MINOR	DEGREE
OTHER			

REFERENCES (Prior Employers)

NAME	OCCUPATION	PHONE NUMBER	ADDRESS

OTHER WORK EXPERIENCES

EMPLOYER	DATE	DUTIES

Jersey Community Unit School District No. 100 does not discriminate on the basis of race, color, religion, national origin, age, sex, sexual orientation, marital status, disability, unfavorable military discharge, or any other unlawful basis in recruitment, selection, or employment of its employees. Individuals requiring special accommodations in the application process should contact the District Administrator at the Unit Office (618-498-5561) and request assistance. Jersey Community School District No. 100 is an Equal Opportunity Employer and Educator.

Why do you wish to work in our school district?

What are your strengths?

Do you have any experiences working with children? If yes, please explain.

Yes _____ No _____

Do you understand the training and skill requirement of the job you are applying for?

Yes _____ No _____

Can you meet these requirements with or without reasonable accommodation?

Yes _____ No _____

Have you worked for Jersey Community School District No. 100 before? If yes, what capacity?

Yes _____ No _____

I understand that I am subject to a criminal background investigation pursuant to the laws of the State of Illinois. I further understand that I may be automatically disqualified from consideration for hire or subject to immediate dismissal if the investigation discloses conviction of certain specified criminal offenses set forth under 105 ILCS 5/10-21.9 of Illinois School Code. I hereby authorize the District to initiate a criminal background check (including fingerprints) by the Illinois Department of State Police and agree to execute any forms required for said investigation.

(Applicant Signature)

(Date)

1. Have you been found guilty of, or pled guilty to, any criminal offense, other than a minor traffic violation, in the State of Illinois or any other state? Yes _____ No _____

If the answer to the foregoing question is "yes", please state the date, place and nature of such conviction. (Applicants for employment are not obligated to disclose sealed or expunged records of arrests or convictions.)

2. Have you ever been discharged or forced to resign from any prior job? If yes, explain.

Yes _____ No _____

I, _____ have read and understand each of the foregoing questions and hereby affirm that all of the foregoing responses which I have provided are true and accurate.

(Applicant Signature)

(Date)

I understand that any false or misleading statements made by me on this application may prevent my employment or may be cause for dismissal if hired.

To be considered for a position be sure to have the District Application and any optional information (resumes, transcripts, and letters) on file in our office as soon as possible.