

IROQUOIS WEST COMMUNITY UNIT SCHOOL DISTRICT No. 10
529 E. Second St.
Gilman, Illinois 60938
(815) 265-4642

Personal Information:
Name Last First Middle Former Name
Home Phone No. Social Security No.
Address Street City State Zip Code

Position Desired:
Position for which you are applying: (check one) Administrator ___ Aide ___ Bookkeeper ___
Bus Driver ___ Cook ___ Custodian ___ Maintenance ___ Secretarial ___ Substitute ___
Teacher: Sp. Ed. ___; Pre K ___; K-2 ___; 3-5 ___; 6-8 ___; 9-12 ___;
Type Cert(s)
List endorsements/specializations:

Education:
Name/Location Of School Major Course of Study Did You Graduate? Degree
High School: Y N
College/Univ.: Y N
College/Univ.: Y N
College/Univ.: Y N
Are you currently pursuing further studies? ___ Yes ___ No
If so, what studies, and where:

Employment History (Complete in reverse chronological order - last job first, then second to last, etc.):
1. Company/Org. Address Telephone Dates Employed From: To:
Title and Duties: Name of Supervisor
Reason for Leaving
2. Company/Org. Address Telephone Dates Employed From: To:
Title and Duties: Name of Supervisor
Reason for Leaving
3. Company/Org. Address Telephone Dates Employed From: To:
Title and Duties: Name of Supervisor
Reason for Leaving

*If additional space is needed, attach a separate sheet of paper to list all required information for all jobs.

Accomplishments, Interests, Skills and Special Training:

Use the space below to describe any accomplishments, interests, skills, aptitudes and/or special training that you possess which you feel add to your qualifications. You may wish to include participation in civic, professional and/or community activities. Please provide all extra-curricular interests / experience.

*If additional space is needed, attach a separate sheet of paper with all pertinent information.

References:

Please list names, addresses, and phone numbers of at least two personal references.

Name _____	Address _____
Phone No _____	Position _____
Name _____	Address _____
Phone No _____	Position _____
Name _____	Address _____
Phone No _____	Position _____
Name _____	Address _____
Phone No _____	Position _____

PLEASE READ CAREFULLY BEFORE SIGNING:

Iroquois West CUSD #10 is an equal opportunity employer. It does not discriminate in employment, and no question on the employment application is used for the purpose of limiting or excluding any applicant's consideration from employment on a basis prohibited by local, state or federal law.

By completing this application, Iroquois West CUSD #10 has my authorization to thoroughly investigate my work history as well as other job-related information and activities. I have read and agree to the above and hereby certify that the facts I provided in my employment application are true and complete. If I misrepresent or deliberately leave out a fact in my application, I may be disqualified from further consideration or if employed, I may be dismissed immediately.

If you are to be hired by Iroquois West CUSD #10, you will be required to attest to your identity and employment eligibility, and to present documents confirming your identity and employment eligibility. You cannot be hired if you cannot comply with these requirements.

AFFIRMATION AND AUTHORIZATION

I certify that the facts contained in this application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by Iroquois West CUSD #10.

I understand that any employment is conditioned on a background check. I authorize Iroquois West to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to Iroquois West CUSD #10, without giving me prior notice of such disclosure. I understand I am not obligated to disclose sealed or expunged records of a conviction or an arrest and my employer may not inquire if I have had records expunged or sealed. In addition, I release Iroquois West CUSD #10, any former employers and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be in accordance with Board Policy and employment terms and conditions of the collectively bargained agreement between the union(s) and the Board of Education. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon Iroquois West CUSD #10 unless made in writing.

If I am offered employment I agree to submit to a medical examination before starting work. If employed, I also agree to submit to a medical examination at any time deemed appropriate by Iroquois West CUSD #10 and as permitted by law. I consent to such examinations and tests, and I request that the examining doctor disclose to Iroquois West CUSD #10 the results of the examination, which results shall remain confidential and segregated from my personnel file. I understand that if I am hired a condition of my employment will be that I abide by the Iroquois West CUSD #10 Drug and Alcohol Policy.

I understand that filling out this form does not indicate there is a position open and does not obligate Iroquois West CUSD #10 to hire. If hired, I agree to abide by all Iroquois West CUSD #10 rules, policies and procedures. Iroquois West CUSD #10 retains the right to revise its policies or procedures, in whole or in part, at any time.

Applicant's Signature: _____ **Date:** _____