

PENDLETON COUNTY SCHOOLS

Application for Employment

Service (Non-Professional) or Coaching Position

(Please Type or Print)

I.

Name _____

Last
First
Middle
Social Security Number¹

Present Address _____ (____) _____

Street
Telephone

City
State
Zip

E-mail Address (if available) _____

List, in order of preference, the areas of employment desired:

_____ Instructional Aide _____ Cook _____ Custodian _____ Paraprofessional
 _____ Maintenance _____ Bus Driver _____ Athletic Coach _____ Secretary

Are you interested in _____ Regular Full Time Position _____ Substitute Position _____ Both

Date available for employment _____

If you are applying for Bus Driver Position, please complete Section II of Application, if not go to Section III.

II.

Date of Birth _____ Month _____ Day _____ Year _____ Age _____
 Height _____ Weight _____

Operator's License No. _____ Chauffeur's License No. _____

No. years experience driving _____ Car _____ Truck _____ Bus

Has operator's license ever been revoked? _____ Yes _____ No

Have you been involved in a traffic accident in the last three years? _____ Yes _____ No

(All traffic violations & accidents are on file at State Police Headquarters in Charleston)

If yes, state approximate date and cause _____

Do you wear glasses or contact lenses when you drive? _____ Yes _____ No

Do you wear a hearing aide? _____ Yes _____ No.

III. EDUCATIONAL BACKGROUND

	School or Institution and Location	Diplomas, Degrees or Credits Earned
High School		
College/Vocational or Trade School		

If you did not graduate from High School, have you obtained a GED? Yes _____ No _____

Please submit documentation.

¹ Federal Privacy Act [5 U.S.C. § 552a note] Statement. Authority for requesting social security account numbers:, Public School Code of 1949 [24 P.S. § 12-1212, 24 P.S. § 1224] Principal Purpose: To verify certification. Other Purposes: Identification and collection of criminal/disciplinary records for certified educators. Disclosure: Mandatory. Failure to provide the SSAN will result in an applicant not being considered for employment.

EXPERIENCE (Present or most recent first)

Dates From _____	Name of Employer and Address _____ _____ Phone Number _____	Your Title _____ Reason for Leaving _____ _____
To _____	Work Performed _____ _____ _____	
Name and Title of Supervisor		Final Yearly Salary

Dates From _____	Name of Employer and Address _____ _____ Phone Number _____	Your Title _____ Reason for Leaving _____ _____
To _____	Work Performed _____ _____ _____	
Name and Title of Supervisor		Final Yearly Salary

Dates From _____	Name of Employer and Address _____ _____ Phone Number _____	Your Title _____ Reason for Leaving _____ _____
To _____	Work Performed _____ _____ _____	
Name and Title of Supervisor		Final Yearly Salary

REFERENCES

Name	Position	Address	Telephone

OTHER QUALIFICATIONS

Summarize special job-related skills and qualifications acquired from employment or other experiences (including U.S. military service) or any additional information you feel may be helpful in considering your application, i.e. honors, awards, activities, technology skills or vocational training:
