



APPLICANT INFORMATION				
Last Name		First	M.I.	Date
Street Address			Apartment/Unit #	
City		State	ZIP	
Phone		E-mail Address		
Social Security No.		Over the age of 18	YES <input type="checkbox"/>	NO <input type="checkbox"/>
		Full-time or Part-time Work		
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, do you intend to become a citizen of U.S.?
		YES <input type="checkbox"/>		
Do you have relatives working for this school?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, whom?
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain.
I understand that a felony record search may be requested from the Oklahoma State Bureau of Investigation based on my name and fingerprint. YES <input type="checkbox"/>				

REFERENCES

Please list three professional references.

Full Name	Relationship
Company	Phone
Address	

Full Name	Relationship
Company	Phone
Address	

Full Name	Relationship
Company	Phone
Address	

PREVIOUS EMPLOYMENT

Company	Phone	
Address	Supervisor	
Position	Salary \$	Dates: From-To:
Reason for Leaving		

Company	Phone
Address	Supervisor

Position	Salary \$	Dates: From-To:
Reason for Leaving		

EDUCATION

High School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Grade completed
College		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

On the following pages, please complete only the section(s) appropriate for the positions for which you are applying.

CUSTODIAL & WAREHOUSE

Have you had previous custodial or warehouse experience? YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, please describe
Experience: Floor waxing YES <input type="checkbox"/> Buffing YES <input type="checkbox"/> Delivery YES <input type="checkbox"/> Window Cleaning YES <input type="checkbox"/> Carpet Cleaning YES <input type="checkbox"/> Fork Lift Operator YES <input type="checkbox"/> Truck Driving YES <input type="checkbox"/>	
Do you hold a current Oklahoma Driver's/CDL License? YES <input type="checkbox"/> NO <input type="checkbox"/>	Expiration Date:
Hours Available: Day Shift _____ Evening Shift _____ Part-time _____	

MAINTENANCE/GROUNDSKEEPING

Experience: Carpentry YES <input type="checkbox"/> Masonry YES <input type="checkbox"/> Plumbing YES <input type="checkbox"/> Electrical YES <input type="checkbox"/> Welding YES <input type="checkbox"/>				
Landscaping YES <input type="checkbox"/>	Painting YES <input type="checkbox"/>	Heating/Air Conditioning YES <input type="checkbox"/>	lawn Maintenance YES <input type="checkbox"/>	Tree/Shrub Trimming YES <input type="checkbox"/>
Can you operate any of the following: Backhoe YES <input type="checkbox"/> Tractor YES <input type="checkbox"/> Box Blade YES <input type="checkbox"/> Mowers YES <input type="checkbox"/>				
Powered Edgers YES <input type="checkbox"/>		Chainsaws YES <input type="checkbox"/>		Dump Truck YES <input type="checkbox"/>
Other (please specify)				
Please describe any special training or experience you have received in any of the above.				

TRANSPORTATION (BUS MECHANIC)

What special training or experience have you received that would qualify you for the position?	
Do you hold a current Oklahoma Driver's/CDL License? YES <input type="checkbox"/> NO <input type="checkbox"/>	Expiration Date:

TEACHER'S ASSISTANT / BUS ASSISTANT (PARAPROFESSIONAL)

Have you had experience in a school setting? YES NO

Please explain: volunteer, substitute or full time employment:

Have you had experience in working with children with disabilities? YES NO

If yes, explain:

What level do you prefer? Elementary Junior High High School

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature

Date

Ada City Schools does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Assistant Superintendent, 324 West 20th, Ada, Oklahoma 74820, (580) 310-7200.