

Special Skills

List Specific skills and/or any machines or equipment you can operate. Include typing speed and number of year's experience.

- 1. _____ 4. _____
- 2. _____ 5. _____
- 3. _____ 6. _____

GENERAL INFORMATION---To be completed by ALL APPLICANTS:

Are you aware of any reasons you would not be able to perform the duties of the position for which you are applying? ____yes ____no If yes, please explain:

Do you have any relative who is a member of the Haskell CISD Board of Education? ____yes ____no If yes, give the name of the relative and relationship:

Have you ever been convicted of a felony or offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor)? ____yes ____no If yes, explain:

(Conviction of a felony is not an automatic bar to employment. The district will consider the nature, date, and relationship between the offense and the position for which you are applying.)

EDUCATION / TRAINING

Check highest level attained

____ Not high school graduate (Circle last grade completed.)

1 2 3 4 5 6 7 8 9 10 11 12

____ High school graduate ____ GED

____ Less than two years college ____ Two or more years college

____ Bachelor's degree ____ Master's degree

____ Other training or education _____

Licenses/certifications held _____

Schools Attended: List all applicable information.

| Name of School and Location | Major/Minor | Diploma/Degree or Certificate | Year Graduated (College only) |
|-----------------------------|-------------|-------------------------------|-------------------------------|
|-----------------------------|-------------|-------------------------------|-------------------------------|

WORK EXPERIENCE

Please provide a complete listing of all jobs or positions you have held in the past 10 years. List most recent first. Attach additional sheets if necessary. Attach resume, if available. [Bus driver applicants, see Addendum]

| Employer and Location | Position/Title | Dates Employed | Reason for Leaving |
|-----------------------|----------------|----------------|--------------------|
|-----------------------|----------------|----------------|--------------------|

REFERENCES

| | |
|------------------------------|------------------------------|
| Full Name of Reference _____ | Full Name of Reference _____ |
| School/Firm Name _____ | School/Firm Name _____ |
| Position/Title _____ | Position/Title _____ |
| Phone Number _____ | Phone Number _____ |
| Mailing Address _____ | Mailing Address _____ |

| | |
|------------------------------|------------------------------|
| Full Name of Reference _____ | Full Name of Reference _____ |
| School/Firm Name _____ | School/Firm Name _____ |
| Position/Title _____ | Position/Title _____ |
| Phone Number _____ | Phone Number _____ |
| Mailing Address _____ | Mailing Address _____ |

PERSONAL STATEMENT

Please make a statement in your own handwriting concerning your reasons for desiring a position with Haskell Consolidated Independent School District.

VERIFICATION

I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge, and I understand that any deliberate falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.

I authorize the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you.

I understand that the district is required by Texas Education Code 21.917 to obtain criminal history record information on applicants for employment.

This application becomes the property of the district. The district reserves the right to accept or reject it. This application shall be considered active for a period of time not to exceed 360 days. Any applicant wishing to be considered for employment beyond this time period may inquire as to whether or not applications are being accepted at that time.

Signature of Applicant

Date

Haskell CISD does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or 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 nondiscrimination policies: Lonnie Hise-Superintendent, 605 N Ave E Haskell, TX 79521, 940-864-2602, lhise@haskell.esc14.net

Haskell CISD no discrimina por motivos de raza, color, origen nacional, sexo, discapacidad o edad en sus programas o actividades y brinda igualdad de acceso a los Boy Scouts y otros grupos juveniles designados. La siguiente persona ha sido designada para manejar consultas sobre las políticas de no discriminación: Lonnie Hise-Superintendent, 605 N Ave E Haskell, TX 79521, 940-864-2602, lhise@haskell.esc14.net

The district Title IX Coordinator is Lonnie Hise, Superintendent, 605 N Ave E, Haskell, Texas 79521. (940) 864-2602

To: **Haskell CISD Substitute Applicants**

From: Brenda Turner

Subject: **FINGERPRINTING REQUIREMENTS**

In order for Haskell CISD to offer employment to an applicant, including substitutes, the applicant must be fingerprinted and be in compliance with Senate Bill 9.

In order to have your fingerprinting done, you must do the following:

1. You will receive an email with a link of the website to set up your fingerprinting.
2. Schedule an appointment with an L-1 Enrollment Services facility (<http://www.l1enrollment.com>). When scheduling your appointment you must have your FAST Pass in hand and pay fees before appointment can be finalized. This fee must be paid online with a credit card of approved debit card. If you do not have either card, a pre-paid/one-time use credit card can be obtained from an online source or certain financial institutions or retail outlets.
3. Take your FAST pass, receipt from online payment, and photo identification (driver's license, state issued identification card, etc.) to your scheduled appointment. (It is recommended that you keep your FAST pass until you are sure your prints have been cleared and are completed.
4. Bring your receipt from the fingerprinting location to the administration office so it can be placed in your file.

The cost for fingerprinting is approximately \$50.

You will receive a letter and required paperwork to be completed upon the completion of the background check, after you do the steps above.