

CLERICAL APPLICATION FOR EMPLOYMENT

Yellville-Summit Schools
1124 North Panther Avenue
Yellville, AR 72687
(870) 449-4061

We appreciate your interest in our school system and assure you we are interested in your qualifications. A clear understanding of your background and work history will aid us in placing you in the position that best meets your qualifications and may assist us in possible future upgrading.

NAME: _____ DATE: _____

Mailing

Address: _____

Social Security Number: _____ Telephone: _____

Educational Background:

(High school diploma required – college hours preferred)

High School Attended: _____

City & State: _____

Graduation Date: _____

College Attended: _____

Location : _____ Degree/No. Hours: _____

Major: _____ Minor: _____

School Work Experience: Please describe your duties if you have been employed previously in a school system: _____

Other Work Experience: _____

List your last two employers, beginning with the most recent:

1. _____

Business Name Immediate Supervisor

Address Telephone Number

2. _____

Business Name Immediate Supervisor

Address Telephone Number

List three personal references (NOT family member or former employers):

1.	_____	_____	_____
	Name	Address	Telephone
2.	_____	_____	_____
	Name	Address	Telephone
3.	_____	_____	_____
	Name	Address	Telephone

Do you have any physical condition which may limit your ability to perform the specific job for which you are applying? _____

If yes, please describe the condition: _____

Have you ever been convicted of a felony: _____ Yes _____ No

Additional comments if any: _____

I hereby certify that all of the above information which I have provided on this application is true and correct to the best of my knowledge and belief.

Signature

Date

Yellville-Summit School District is an equal-opportunity employer and selects personnel solely on the basis of merit and suitability to the position. Selection is determined by the presentation of evidence of experience and training, the submission of written professional references, and personal interviews. Yellville-Summit School District employs personnel without regard to race, national origin, sex, age, disability, religion or creed.