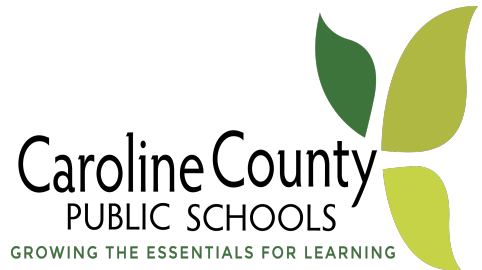


APPLICATION FOR SUPPORT SERVICES EMPLOYMENT

CAROLINE COUNTY PUBLIC SCHOOLS
 Personnel Office
 204 Franklin Street
 Denton, Maryland 21629 410-479-2894



LAST NAME FIRST NAME MIDDLE NAME APPLICATION DATE

POSITION DESIRED: Place a check next to your area(s) of interest

<input type="checkbox"/> Accountant	<input type="checkbox"/> Maintenance
<input type="checkbox"/> Adult Education Instructor	<input type="checkbox"/> Parent Service Provider*
<input type="checkbox"/> Child Development Assistant	<input type="checkbox"/> PAT Home Visitor
<input type="checkbox"/> Computer Technician	<input type="checkbox"/> Playground Assistant
<input type="checkbox"/> Custodian	<input type="checkbox"/> Registered Nurse
<input type="checkbox"/> ELL Assistant*	<input type="checkbox"/> School Bus Assistant
<input type="checkbox"/> Family Advocate	<input type="checkbox"/> School Bus Driver
<input type="checkbox"/> Food Service	<input type="checkbox"/> Secretary
<input type="checkbox"/> Health Room Assistant (CNA certified)	<input type="checkbox"/> Student Assistance Center Monitor*
<input type="checkbox"/> Instructional Assistant*	<input type="checkbox"/> TAP Facilitator*
<input type="checkbox"/> Licensed Practical Nurse	<input type="checkbox"/> Technology Facilitator*

All positions, except Custodian and Food Service, require evidence of a high school diploma or GED. Positions with an "*" also require evidence of at least forty-eight college credits or MD's passing score on the ParaPro assessment. Please submit required documentation with application.

Permanent Address _____
 Street/P.O. Box City State Zip Code

Telephone Numbers _____ and/or _____

Social Security Number _____ E-mail Address _____

Have you ever been discharged or asked to resign from a position? Yes No

Have you ever pleaded guilty, been convicted, fined, imprisoned, or placed on probation for the violation of any law (minor traffic violations for which a fine of \$50 or less was imposed excluded)? Yes No
 (A record of conviction does not automatically exclude an applicant from employment consideration.)

Have you received a final finding of "indicated" in any child abuse or neglect investigation? (Please note that "final" means that all appeal rights have been exhausted.) Yes No

Does your name appear on any Sex Offender Database in any state or country? Yes No

If "Yes" to any of the questions above, please explain: _____

Are you a United States citizen or currently authorized to work in the United States on a full-time basis? (You must provide a copy of your authorization to work in the United States.) Yes No

Driver's License Number: _____ Type/Class of current license: _____

Has your driver's license ever been revoked? ___Yes ___No

If yes, explain: _____

This employment requires regular, on-time attendance and may be subject to certain overtime requirements. Can you meet this job requirement? ___Yes ___No

Please list below any special skills or qualifications you may have for the position(s) you desire.

Would you be interested in serving as a substitute worker in the position(s) you desire? ___Yes ___No

EDUCATION:

High School Attended: _____

Name of School

City

State

Did you graduate? ___Yes ___No If no, circle highest year you attended: 9 10 11 12

College Attended: _____

Name of College

City

State

Did you graduate? ___Yes ___No Major _____ # Credits Earned _____

Have you taken the ParaPro Assessment? ___Yes ___No If so, what was your score? _____

Official college transcripts that are pertinent to the consideration of this application must be included with this application or on file with the Personnel Office.

Other Education: _____

OTHER WORK EXPERIENCE (Begin with the most recent employment)

Date	Employer	Location	Nature of Position

REFERENCES: Please list **at least two** professional references. Feel free to also include people who know you personally.

Name	Address	Phone	Official Position

This application will be kept on active status for one year. You must notify the Personnel Office if you wish it to remain in the active status file for additional school years.

Under Maryland law, an employer may not require or demand, as a condition of employment, prospective employment, or continued employment, that an individual submit to or take a lie detector or similar test. Any employer who violates this law is guilty of a misdemeanor and subject to a fine not exceeding \$100.

It is our responsibility to make the above information known to you and to provide evidence to the fact that you have received this information. Please sign below where indicated.

Signature_____ Date_____

I hereby affirm that my answers to the foregoing questions on this application are true and correct, and that I have not knowingly withheld any fact or circumstance that would, if disclosed, affect my application unfavorably. I understand that any false information, omissions or misrepresentations submitted on this application are causes for immediate termination without notice or non-renewal of contracts. I understand that this is a pre-employment application and that if I am employed a formal personal history may be completed.

I authorize the Caroline County Board of Education to obtain information related to this application from former employers, school personnel, references (unless otherwise noted), and any others with whom it desires and agree to hold such persons harmless with respect to any information they may give. I understand that Caroline County Board of Education reserves the right to review personal social media accounts. If employed I will comply with the rules and regulations set forth and communicated to all employees by the Board of Education. Employment is conditional until all pre-employment requirements are satisfied.

Signature_____ Date_____

NOTICE OF NONDISCRIMINATION: The Board of Education of Caroline County does not discriminate in admissions, access, treatment or employment in its programs and activities on the basis of race, color, sex, age, marital status, national origin, religion, sexual orientation or disability.