

Doniphan County Education Cooperative #616

P.O. Box 399 ~ 135 South Main ~ Troy, Kansas 66087

Classified Staff Employment Application

Notice to Applicant: It is the policy of the Board of Directors of the Doniphan County Education Cooperative #616, Troy, Kansas to assure equal opportunity to qualified individuals regardless of their race, color, ethnicity, religion, sex, national origin, age, ancestry, disability, status as a veteran, sexual orientation, marital status, parental status, gender identity, gender expression and genetic information, and to promote the full realization of equal employment opportunities to everyone. This policy covers all aspects of the employment relationship including recruitment, hiring, replacement, promotion, transfer, training and apprenticeship, compensation, layoff, termination, and harassment. If you have any question related to this policy please contact Kristin Franken, Director, Title IX Coordinator @ 785-982-4204

Application must be filled out completely. All fields are required.

Today's Date: _____

Personal Information:

First Name: _____

MI: _____

Last Name: _____

Address: _____

DOB: _____

City: _____

State: _____

Zip: _____

Home Phone: _____

Cell Phone: _____

Position Applying for: _____

Work Location
Preference: _____

Have you read the position description for this job? _____

Are you able to perform the essential functions of this position with or without accommodation? _____

Would you accept temporary or part-time employment? _____

Date Available: _____

Education

	Name and Location of School	Graduation/completion date	
High School			
College			Number of college hours completed:
Other			
Completed GED			

Please describe any special skills you have.

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Employment History

Company Name	City, State	Phone	Dates of Employment

References

Please list 3 references and their contact information (2 professional – 1 personal)

Reference Name	Relationship	Length of Time Known	Phone

Criminal Legal History

Have you ever been convicted of a misdemeanor and/or felony charge?

If you answered yes, please provide the date of the conviction and explain the charges.

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AGREEMENT

I understand that if I am offered provisional employment in the school district / Doniphan County Education Cooperative that my fingerprints may be taken, and a request made for a state and national criminal background check. I further understand that if the results of this criminal history check reveal that I have been convicted of any offense or any attempt to commit any offense specified in K.S.A. 1999 Supp.72-1397 any amendments thereto that my employment may be terminated.