



# JANESVILLE CSD

P.O. Box 478  
319-987-2581

505 Barrick Road

Janesville, Iowa 50647-0478  
FAX 319-987-2824

## APPLICATION – CLASSIFIED EMPLOYMENT (Support Staff)

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_  
(Last) (First) (Middle)

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_  
(Home) (Work) (Cell)

E-MAIL ADDRESS: \_\_\_\_\_

POSITION DESIRED: \_\_\_\_\_

Are you able to perform, with or without reasonable accommodation,  
the essential job functions required of the position? Y N

### QUALIFICATIONS/SKILLS:

Please indicate any skills, knowledge, experience, or other relevant information which may make you uniquely qualified for this position.

**EDUCATION:**

High School – College - University	Location	Diploma/Degree(s)	Dates

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**EMPLOYMENT HISTORY:** (begin with most recent)

Dates	Location	Supervisor	Phone	Position
Reason For Leaving:				
Reason For Leaving:				
Reason For Leaving:				
Reason For Leaving:				

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**MILITARY SERVICE:**

Dates: \_\_\_\_\_

Branch: \_\_\_\_\_

Rank @ Discharge: \_\_\_\_\_

Type of Discharge: \_\_\_\_\_

**REFERENCES :**

Name	Position/Title	Relationship	Phone

**BACKGROUND :**

Are you on the sex offender registry? Y N

Are you on the DHS child abuse registry? Y N

Have you ever been convicted of (or have charges pending toward) a violation of the law other than a minor traffic violation? (The term "convicted" includes any conviction, a guilty plea, a plea of no contest, a suspended sentence and a deferred judgment) Y N

Have you ever been asked to resign from a position, or been given the choice of resigning or being terminated from your position? Y N

Have you ever been the subject of an investigation or other formal/informal proceeding that resulted in your termination or resignation? Y N

Have you ever been the subject of an investigation or other formal/informal proceeding resulting in disciplinary action (including verbal warning of termination) which may result in embarrassment for the Janesville CSD if revealed? Y N

Are you legally eligible to work in the U.S. Y N

Have you ever had your driver's license suspended or revoked? (BUS DRIVER APPLICANTS ONLY) Y N

- If you have answered 'Y' to any of the above, please attach a written response describing, in detail, an explanation of the circumstances involved. Responding 'Yes' to any of the above questions is not automatic bar to employment.

**AGREEMENT:**

I hereby certify that the information provided in this application, to the best of my knowledge, is true, accurate and complete. Any misrepresentation or willful omissions of fact shall be sufficient cause for disqualification of this application or termination of employment. I authorize verification of any of this information. I authorize all current and former employers to release any information concerning my background. I understand that this application is not a contract of employment.

I consent to a background check to be conducted by the school district as a condition of my employment.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return to:**

Janesville CSD, Superintendent's Office, PO Box 478, Janesville, IA 50647

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The Janesville CSD will select for employment qualified applicants for each position without discrimination on the basis of race, color, creed, sex, national origin, religion, age, sexual orientation, gender identity, or disability. Persons with disabilities who can perform the essential functions of an assignment with or without reasonable accommodations shall be considered qualified applicants. The District shall take affirmative action in the recruitment, appointment, assignment and advancement of personnel to accomplish the goals of equal employment opportunity. In keeping with the law, the District shall consider the veteran status of applicants.