

FRANKLIN COMMUNITY SCHOOL CORPORATION
998 Grizzly Cub Drive
Franklin, Indiana 46131
317.738.5800

 Last Name _____ First Name

 Street Address

 City State Zip

 Home Phone Alternate Phone

Is any additional information concerning change of name, use of an assumed name, or nickname necessary to enable a check on your work and education record? If yes, please explain.

Indicate below all employment positions that you wish to be considered for:

- Full Time
- Part Time
- Bus Driver
- Custodial
- Food Service
- Maintenance
- Other _____

When are you available to start work? _____

EMPLOYMENT HISTORY

Begin with current or most recent employer

Company	Position
Address	Supervisor
City, State, Zip	Start Date End Date
Telephone	Reason for Leaving

Company	Position
Address	Supervisor
City, State, Zip	Start Date End Date
Telephone	Reason for Leaving

Company	Position
Address	Supervisor
City, State, Zip	Start Date End Date
Telephone	Reason for Leaving

Please complete the box(es) which correspond to the position(s) for which you are applying. If additional space is needed, you may attach a separate sheet of paper.

CUSTODIAL/MAINTENANCE

Please check if you have experience or training in the following:

- | | |
|---|---|
| <input type="checkbox"/> Asbestos Repair/ Abatement | <input type="checkbox"/> Heating/ Ventilation |
| <input type="checkbox"/> Boiler Operation | <input type="checkbox"/> Landscaping |
| <input type="checkbox"/> Buffer Operation | <input type="checkbox"/> Mopping/ Waxing |
| <input type="checkbox"/> Carpentry | <input type="checkbox"/> Plumbing |
| <input type="checkbox"/> Cleaning/ Sanitation | <input type="checkbox"/> Tractor Operation |
| <input type="checkbox"/> Electrical Work | <input type="checkbox"/> Welding/ Machine Trade |

FOOD SERVICES

Please check if you have experience or training in the following:

- | | |
|--|--|
| <input type="checkbox"/> Cashiering | <input type="checkbox"/> Inventory Control |
| <input type="checkbox"/> Customer Service | <input type="checkbox"/> Quality Cooking |
| <input type="checkbox"/> Dish Washing | <input type="checkbox"/> Sanitation |
| <input type="checkbox"/> Food Preparation | <input type="checkbox"/> Working with Students |
| <input type="checkbox"/> Food Services Mgmt. | |

If you are applying for a custodial, maintenance, or food services position, the essential job functions require heavy lifting (50-75 pounds). Is there anything that would prevent you from performing this function?

- Yes No

If yes, please explain _____

PROFESSIONAL REFERENCES

Name	City, State, Zip
Address	Telephone

Name	City, State, Zip
Address	Telephone

PERSONAL REFERENCES (No Relatives)

Name	City, State, Zip
Address	Telephone

Name	City, State, Zip
Address	Telephone

Have you ever been employed by Franklin Community School Corporation before? If yes, please provide dates.

- Yes No _____

EDUCATIONAL BACKGROUND

School	Years Attended/Graduated	Degree

AGREEMENT

I certify that the information given in this application is true and complete to the best of my knowledge.

I authorize you to make such investigations and inquiries as may be necessary in arriving at an employment decision. I hereby release employers, schools, or persons from all liability in responding to inquiries in connection with my application.

In the event of employment, I understand that false or misleading information given in my application or interview(s) or any omission of information may result in discharge. I understand, also, that I am required to abide by all rules and regulation of the School Corporation.

Signature of Applicant

Date

All applicants considered for hire after July 1, 2009 must obtain a criminal history background check subject to I.C. 20-26-5-10. This background check must be completed through the Indiana State Police prior to receiving an offer of employment with the cost being borne by the applicant. If selected for an interview, additional information will be provided at the time of interview.

Please re-submit application or notify us annually if you wish to keep the application active.

(Continued on back side)

In order to be considered for employment by the recipient(s) of the application, you must fully complete the following questionnaire and sign it.

1. Are you presently being investigated or under a procedure to consider for your discharge for misconduct by your present employer or have you offered a resignation to your previous employer?

Yes No

If yes, explain the circumstances on a separate sheet and attach it to this application.

2. Have you ever been reprimanded, disciplined, discharged, or asked to resign from a prior position?

Yes No

If yes, explain the circumstances on a separate sheet and attach it to this application.

3. Have you ever resigned from a prior position without being asked, but under circumstances involving your employer's investigation of your sexual contact with another person, of mishandling funds, or of criminal conduct resulting in a conviction or criminal penalty?

Yes No

If yes, explain the circumstances on a separate sheet and attach it to this application.

4. Have you ever pleaded guilty or 'no contest' (nolo contendere) to, or been convicted of any crime of moral turpitude? (Moral turpitude is an act of baseness, vileness, or depravity in the private and social duty which a person owes another member of society or society in general and which is contrary to the accepted rule of right and duty between persons, including, but not limited to, theft, attempted theft, murder, rape, swindling and indecency with a minor).

Yes No

If yes, explain, in detail, including the date of the charge, the court action, the offense in question, and the address of the court involved.

5. Have you (a) ever been arrested, (b) ever been convicted of a crime, other than a minor traffic offense; or (c) ever entered a plea of guilty or a plea of 'no contest' (nolo contendere), or has any court ever deferred further proceedings without entering a finding of guilty and placed you on probation, for any crime other than a minor traffic offense?

Yes No

If yes, explain, in detail, including the date of the charge, the court action, the offense in question, and the address of the court involved.

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

Any false or misleading information in this application (or any omissions of information) shall be fully sufficient grounds to refuse to employ or, having been employed, shall be immediate cause for dismissal.

My signature below constitutes authorization to check my employment history, including without limitation, evaluations, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local or federal agency. I further authorize those persons, agencies or entities that the recipient(s) of this application contacts in connection with my employment application to fully provide the recipient(s) of this application any information on the matters set forth above. I expressly waive in connection with any request for or provision of such information, any claims, including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against the recipient(s) of this application, its agents and officials or against any provider of such information.

Signature of Applicant

Date