

**JACKSON COUNTY SCHOOL SYSTEM
PO BOX 217 HWY 421
MCKEE KY 40447**

CLASSIFIED APPLICATION

Position Applying For: _____

As of July 13, 1990, all prospective employees are required by Ky. State law to have obtained a high school diploma or a G.E.D. certificate or show progress toward obtaining a G.E.D. Prospective employees will receive consideration without discrimination because of race, color, national origin, religion, age, creed, political affiliation, marital status, sex, or disabling condition.

Please complete all questions, incomplete applications will not be considered.

Last Name	First Name	Middle Initial	Social Sec. #	
Street Address	City	State	Zip	Phone

Education

College:	Major:	Minor:
Certificate Applied For:		Date:
Current Certificate:		Exp. Date:
High School:	Graduation Date:	

ACCOMPLISHMENTS

Membership in Professional or Civic Organizations (exclude those which may disclose your race, religion, or national origin): _____

EMPLOYMENT HISTORY

Current Employer: _____ **Phone:** _____

Address: _____ **Hire Date:** _____

Job Description: _____

Previous Employer: _____ **Phone:** _____

Address: _____ **Hire Date:** _____

Job Description: _____

REFERENCES

Name: _____ **Occupation:** _____

Phone: _____ **Relationship:** _____

Name: _____ **Occupation:** _____

Phone: _____ **Relationship:** _____

Name: _____ **Occupation:** _____

Phone: _____ **Relationship:** _____

MILITARY

Complete this section if you served in the U.S. Armed Forces

Describe your duties and any special training:

Branch of Service: _____ Period of Active Duty: _____

**If you have lived in states other than Kentucky, please complete the table below.
Attach additional sheet if necessary.**

State	Start Date of Residency	End Date of Residency

RE: Criminal Background Checks

Please note: For this type of employment, state law requires a national and state criminal history background check as a condition of employment.

“Have you been convicted of, or pled guilty to, a crime of any nature, including traffic violations, in Kentucky or any other state, since you have reached the age of 18?”

YES _____

NO _____

***If your answer is yes, please explain the criminal charge(s), list the State where you were charged, when each charge was made against you, whether you were convicted by a court of jury or a guilty plea, and describe the penalties and fines imposed:**

***Jackson County Board Of Education Policy # 03.23251 requires (for a "safety-sensitive" position) that each new employee and employees receiving a promotion or transfer must "submit to a urinalysis test for the detection of illegal use of drugs". You may request a copy of that policy at any time and you will be given a copy in advance of a post-offer, pre-employment physical. You are' required to sign an acknowledgement that you have read and understand that policy.**

I hereby declare the information provided by me in this application for employment is true, correct, and complete to the best of my knowledge. I understand that if employed, any false statement or omission of fact on this application shall be considered cause for dismissal.

I also affirm that I am not related to any of the five members of the Board of Education or the Superintendent.

NOTE: The following documents must accompany this application:

- 1. Criminal Record Check or Proof of Application**
- 2. A photocopy of a picture identification**

Signature

Date

Applications can be...

Mailed to: Mike Smith, Superintendent P. O. Box 217 McKee, Ky. 40447	Faxed to: 606-287-8469	E-mailed: Type the application in Word, save to disk, e-mail as an attachment to: applications@jackson.k12.ky.us
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