

## HANCOCK PUBLIC SCHOOLS SUPPORT STAFF APPLICATION

Full Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Present Address: (if different from above): \_\_\_\_\_

How long do you expect to live here? \_\_\_\_\_ Phone Number: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Are you legally eligible to work in the United States?  Yes  No

Are you 18 years of age or older?  Yes  No

Are you currently retired and collecting a Michigan school employee pension?  Yes  No

Are you currently employed?  Yes  No If so, may we inquire of your present employer?  Yes  No

IF Yes, Name of Employer: \_\_\_\_\_ Supervisor & Phone #: \_\_\_\_\_

Why do you wish a change of position or location? \_\_\_\_\_

Have you previously applied for a position in this school district?  Yes  No When? \_\_\_\_\_

Position(s) for which you would like to apply: \_\_\_\_\_

Check grade levels preferred:  Elementary  Middle School  High School  All  Not Applicable

Subjects preferred (if applicable): \_\_\_\_\_

When could you start work? \_\_\_\_\_ Present Salary: \_\_\_\_\_ Salary Expected: \_\_\_\_\_

If related to anyone in our employ, other than spouse, state name and department: \_\_\_\_\_

What further information would assist the school district in evaluation of your candidacy? \_\_\_\_\_

Do you speak a second language? \_\_\_\_\_ If so, please specify: \_\_\_\_\_

### ACADEMIC HISTORY

TYPE	NAME OF SCHOOL	LOCATION	YEARS ATTENDED	DEGREE OR DIPLOMA	YEAR	MAJOR(S)	MINOR(S)
High School							
College or University							
College or University							
College or University							

### OTHER TRAINING RECEIVED IN LAST FIVE YEARS

NAME OF INSTITUTION	LOCATION	TYPE OF TRAINING

### WORK EXPERIENCE (Include Current Position, if Applicable)

EMPLOYER	LOCATION	POSITION HELD	DATE STARTED	DATE LEFT

**US MILITARY SERVICE**

BRANCH OF SERVICE	LOCATION	RANK OR POSITION	DATE STARTED	DATE LEFT

**REFERENCES**

NAME	TITLE	COMPANY/ORGANIZATION	ADDRESS	PHONE NUMBER

Have you ever been convicted of a crime?  Yes  No

If yes, when, where and nature of offense: \_\_\_\_\_

Are there any felony charges pending against you?  Yes  No

Please specify: \_\_\_\_\_

**OPTIONAL:**

Do you have any medical, mental, or physical conditions which need to be considered should you be employed by this school district?  Yes  No

Please specify: \_\_\_\_\_

*I authorize investigation of all statements contained in this application, and understand that misrepresentation or omission of facts is cause for dismissal.*

\_\_\_\_\_  
Applicant's Signature

**Hancock Public Schools Notice of Nondiscrimination**

The Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category (collectively, "Protected Classes"), in its programs and activities, including employment opportunities. Questions or concerns regarding the nondiscrimination policies should be directed to Kipp Beaudoin, Superintendent, Hancock Public Schools, 501 Campus Drive, Hancock, MI 49930 (906)487-5925.