

Application for Employment
(Classified Position)

Position(s) Applied For _____ Date of Application _____

Type of Employment Desired Full Time Part Time Temporary Seasonal

Date Available for Work _____ Will you work overtime if asked? Yes No

Pay Expected _____

Referral Source: Advertisement Employee Relative
 Walk-in Employment Agency Other
 Name of Source (If Applicable) _____

List any friends or relatives working for ESU 10: _____

Name _____

Last First Middle

Address _____

Street City State Zip Code

Telephone Number _____ Email Address _____

If necessary, best time to call you is _____ am pm

May we contact you at work? Yes No

If yes, work number and best time to call _____ am pm

Current Position _____

Military Service? _____ Dates of Service _____ Type of Discharge _____

Are you prevented from lawfully becoming employed in this country due to Visa or Immigration Status? Yes No

Skills and Qualifications: Summarize special skills and qualifications acquired from employment or other experiences that may qualify you to work with ESU 10:

EDUCATION AND TRAINING

List any education which you feel will help you do the job for which you have applied:

School	Location	# Years Completed	Graduation Yes / No / Date	Diploma, Certificate, Degree Earned

WORK EXPERIENCE

Employer, Address, Supervisor	Phone	Dates From/To	Position Held	Salary	Reason for Leaving

EMPLOYMENT REFERENCES

Name	Occupation	Complete Address	Day Phone

This application is current for only 60 days. At the conclusion of this time, if you have not heard from ESU 10 and still wish to be considered for employment, it will be necessary to fill out a new application.

Misrepresentation or willful omissions may be sufficient cause for disqualification of this application or termination of employment. I hereby authorize ESU 10 to conduct work history, personal reference or police record inquiries to determine my acceptability for employment.

Signature

Return to: Educational Service Unit 10
 P.O. Box 850
 Kearney, NE 68848-0850

Educational Service Unit 10 does not discriminate based on gender, race, national origin, creed, age, marital status, sexual orientation, disability, pregnancy, childbirth or related medical condition or other protected status. Inquiries and grievances may be directed to the Administrative Assistant, ESU 10, P.O. Box 850, Kearney, NE 68848-0850, 308-237-5927; or to the Region VII Office of Civil Rights, Department of Education, Kansas City, MO.

This position is subject to a veterans preference.

Last reviewed 9/15