

NEW BOSTON ISD  
600 N. McCoy Blvd.  
New Boston, Texas 75570

APPLICATION FOR EMPLOYMENT

(Print)  
Full Name \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_  
                    First                    Middle                    Last

Position Wanted: ( ) Ed. Secretary                      ( ) Ed. Aide  
                          ( ) Custodian                      ( ) Maintenance  
                          ( ) Other: \_\_\_\_\_

Present Address \_\_\_\_\_

Telephone \_\_\_\_\_

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

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Education:            (Circle Highest Grade Completed)  
Elementary:        K 1 2 3 4 5 6 7 8  
High School:      9 10 11 12 Graduate  
College:            13 14 15 16 Graduate

Special Training: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proficient in the use of:

___ Keypunch	___ Copy Machine	Other (Please list)
___ Typewriter	___ Computer	_____
___ Adding Machine	___ Word Processor	_____
___ Calculator	___ Laminator	_____

REFERENCES: (Other than relatives)

Name	Address/Phone No.	Occupation
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



RECORD OF ALL EMPLOYMENT (Last Job First, etc.)

Please cover the full disposition of your time, whether employed or not. If you have been in business for yourself, please give particulars with name of firm, location and why business was discontinued. Detailed explanation of the work you did is important. Use additional sheets if more space is needed.

Are you now employed? \_\_\_\_\_ If yes, may we refer to your employer? \_\_\_\_\_

How much "notice" will you want to give? \_\_\_\_\_

What is the least salary you will accept? \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ No. Years \_\_\_\_\_

Present Employer \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Type Business \_\_\_\_\_

Your position \_\_\_\_\_ Under Whom \_\_\_\_\_

Salary Received \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ No. Years \_\_\_\_\_

Present Employer \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Type Business \_\_\_\_\_

Your position \_\_\_\_\_ Under Whom \_\_\_\_\_

Salary Received \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ No. Years \_\_\_\_\_

Present Employer \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Type Business \_\_\_\_\_

Your position \_\_\_\_\_ Under Whom \_\_\_\_\_

Salary Received \_\_\_\_\_

Have you ever been convicted of a felony or offense involving moral turpitude (including, but not limited to theft, rape, murder, swindling, and indecency with a minor)? Yes \_\_\_ No \_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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

Signature \_\_\_\_\_

Date \_\_\_\_\_

It is the policy of New Boston Independent School District not to discriminate on the basis of race, color, national origin, age, religion, sex, marital or veteran status, the presence of a medical condition, disability, political belief, or any other legally protected status in its educational and vocational programs, activities, or employment as required by Title IX, Section 504 and Title VI. For information about your rights or grievance procedures, contact the Title IX coordinator, Linda King, at #1 Lion Drive, New Boston, Texas 903-628-6551, or the Section 504 coordinator, Jerry May, #1 Lion Drive, New Boston, Texas 903-628-6551.



CRIMINAL HISTORY RECORD INFORMATION ADDENDUM

CONFIDENTIAL\*

The New Boston ISD is authorized by Texas Education Code 22.083 to obtain criminal history record information on persons the District intends to employ. The information requested below is necessary to obtain criminal history record information.

Full Name (print) \_\_\_\_\_  
Last First Middle

Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

Sex: \_\_\_\_\_ Male Ethnicity: \_\_\_\_\_ Black  
\_\_\_\_\_ Female \_\_\_\_\_ White/Other

I understand the information I am providing about age, sex, and ethnicity will not be used to determine eligibility for employment but will be used solely for the purpose of obtaining criminal history record information.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\*This form will be removed from the application and filed separately.

