

**JOB APPLICATION – SUPPORT POSITIONS
GENEVA CITY BOARD OF EDUCATION
511 PANTHER DRIVE
GENEVA, ALABAMA 36340**

Date: _____

Applicant Information:

Last Name: _____ First name: _____ M.I.: _____
Street Address _____
City: _____ State: _____ Zip: _____
Phone: _____ E-mail Address: _____

Indicate position for which you are applying:

_____ Bus Driver _____ Custodian _____ Lunchroom _____ Paraprofessional _____ Secretary

Education:

High School: _____ Address: _____
From: _____ To: _____ Did you graduate? _____ Yes _____ No

College: _____ Address: _____
From: _____ To: _____ Did you graduate? _____ Yes _____ No Degree: _____

College: _____ Address: _____
From: _____ To: _____ Did you graduate? _____ Yes _____ No Degree: _____

Experience/Previous Employer(s):

Employer: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference: _____ Yes _____ No

Employer: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference: _____ Yes _____ No

Employer: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference: _____ Yes _____ No

References:

Please list three professional references.

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Disclaimer and Signature:

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or during my interview may result in my release.

Signature: _____ Date: _____

The following information is required. This application will not be considered complete unless all requested information is provided at the time the application is turned into the Central Office.

1. Completed application
2. High school diploma or equivalent documentation
3. Copy of social security card and driver's license
4. Documentation of Associate's Degree or WorkKeys scores (if applying for a paraprofessional position)

Note: Applicant must be able to pass ABI/FBI criminal history background check as a criteria for employment.

It is the policy of the Geneva City Board of Education that no person shall be denied employment, excluded from participation in, or be denied the benefits or, or subject to discrimination in any program or activity, on the basis of race, color, disability, religion, nation origin/ethnic group or age.

Received by Geneva City Board of Education on _____