Lake County School District R-1



HUMAN RESOURCES 328 W. 5TH Street LEADVILLE, CO 80461 719-486-6800



PLEASE TYPE OR PRINT

DATE____

_								
	Name_							
P	Last First			Middle				
E R	Address							
S O	Number & Street			City State		State	Zip	
Ν	Phone Number(s)		Cell		Email:			
A L	Н	Home						
	Have you ever beer	n convicted of a crime?	? Yes No	If yes, please	explain:			
D A T A	Have you previousl	ly worked for us? Yes	No If yes	s, when	where	po:	sition	
\dashv								
	Position(s) and Location(s) Desired - Please check as many as apply & complete section of application for each area:							
Р	Secretarial			Maintenance			High School	
0 S	Accounting	Department	E	Bus Driver			Intermediate School	
1	Paraprofess	sional	N	/lechanic		F	Elementary School	
T I	Food Service			ustodial		7	The Center Preschool	
0							District Office	
N	Director (spe	ecify area)						
	Other (pleas	se specify)						
	Type of employr	ment:P	art time	Substitute				
	Date available to							
		Name & Location Of School		Subjects Studied				
	High School							
E			1					
D U								
C A	College		-					
A T			<u> </u>					
I О	Trade or Business School							
N								
	Other							
R	List three people (l qualified to comment o	n vour abilitie	ee and vour eyn	erience.			
KEFEKEZ	Name		Address	ss and your onp	Positio	nn	Telephone	
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E								
N C E								
E						[

	<u>List Most Recent First</u> May we	lay we contact your present employer? Yes No				
Е М Р	EmployerAddressPosition	Employed from	Duties and Responsibilities			
L O Y M E N T	SupervisorReason for leaving	to				
	Phone #					
H I S T	EmployerAddress	Employed from	Duties and Responsibilities			
O R Y	Position Supervisor Reason for leaving	to				
	Phone #					
	Employer	Employed	Duties and Responsibilities			
	Address	from				
	Position					
	Supervisor	to				
	Reason for leaving					
Do you speak a language other than English?YesNo If yes, which language(s)						
Please complete the appropriate section(s) of this application for the area(s) in which you are interested.						
	I certify that all information on this application is correct and complete, to the best of my ability, and understand that employment is contingent upon its accuracy.					
S	ignature		Date			

NOTE: Applications are placed in an active file for six months.

The Lake County School District complies with all ADA requirements and will offer reasonable accommodations to any employee meeting the criteria. Please contact HR Director for requests. The Lake County School District does not discriminate on the basis of race, color, national origin, sex, or disability in its programs or activities. A lack of English skills will not be a barrier to admission or participation. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Kathleen Fitzsimmons, HR Director, 328 W. 5th Street, Leadville, CO 80461; 719-486-6811 or kfitzsimmons@lakecountyschools.net

FOOD SERVICE APPLICANTS ONLY

Please describe past work experience(s) you feel qualify you for this position?					
What position(s) of responsibility have you held?					
·					
MAINTENANCE APPLICANTS ONLY					
Check areas of experience: () Plumbing () Carpentry () Electrical () Heating					
() Other – please explain					
Do you hold a license in any field? () Yes () No If so, what type?					
Describe any past work experiences and type of equipment you can operate related to this area:					
Are you able to perform the essential job functions, with or without reasonable accommodations?					
MECHANIC APPLICANTS ONLY					
Please check areas of experience: () Cars () Buses () Small Engines () Maintenance Equipment					
Please describe past work experiences and type of equipment you can operate/repair					
Are you able to perform the essential job functions, with or without reasonable accommodations?					
SECRETARIAL/CLERICAL APPLICANTS ONLY					
Note: Attach a copy of your current resume.					
Have you ever been bonded?					
Can you type? If so, how many words per minute?wpm					
Which of the following can you operate:					
Computer Photocopier Calculator Other Technology:					
List any software applications with which you have experience:					
Are you able to perform the essential job functions, with or without reasonable accommodations?					
——————————————————————————————————————					
PARAPROFESSIONAL APPLICANTS ONLY					
PARAPROFESSIONAL APPLICANTS ONLY					
PARAPROFESSIONAL APPLICANTS ONLY What experience have you had with children that would qualify you for this position?					

BUS DRIVER APPLICANTS ONLY

All bus divers are required to complete a physical examination at the cost of the School District before employment can become effective. A physical examination will be required annually, also at the cost of the School District. Bus drivers must also have/acquire a Red Cross First Aid Certificate and a school bus driver's license. In addition, a copy of the applicants driving record will be obtained.								
How many years have you driven a car?								
Have you been employed as a school bus driver before?								
If so, please name employer and immediate supervisor:								
Do you hold a valid driver's license in Colorado? Yes No License Number								
Do you hold a valid bus driver's license?	Yes	_ No	License Number					
Do you have a Red Cross First Aid card?	Yes	_ No	_ Expiration Date					
ACCOUNTING DEPARTMENT APPLICANTS ONLY								
NOTE: Attach a copy of your current resume.								
Have you ever been bonded?YesNo Typing Rate (words per minute)wpm								
Have you had experience with governmental accounting? If so, how long?								
Have you had experience with fundamental accounting? If so, how long?								
Have you had experience with modified accrual accounting? If so, how long?								
Have you had experience with payroll operations? If so, how long?								
Have you had experience with computer operations? If so, how long?								
Which of the following can you operate?								
ComputerWord ProcessorCalculator Other (please specify)								
Please include any other information you think qualifies you for this position:								
Are you able to perform the essential job functions, with or without reasonable accommodations?								
CUSTODIAL APPLICANTS ONLY								
Are you familiar with cleaning equipment such as	s buffers,	scrub m	achines, etc.?YesNo					
Please explain								
Are you able to perform the essential job functions, with or without reasonable accommodations? (lifting, etc.)								
Please list any experience which you feel qualify you for a custodial position:								
DIRECTORS								
NOTE: Attach a copy of your current resume. Please list any information you think qualifies yo	u for this	position:						
Are you able to perform the essential job function	ns, with c	or without	reasonable accommodations?					