

**CERTIFIED STAFF APPLICATION FORM**  
**KAW VALLEY USD #321**  
411 West Lasley  
St. Marys, KS 66536

DATE OF APPLICATION \_\_\_\_\_

NAME \_\_\_\_\_  
(Last) (First) (Middle)

ADDRESS \_\_\_\_\_

HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_

SOCIAL SECURITY NUMBER \_\_\_\_\_ ARE YOU A U.S. CITIZEN? \_\_\_\_\_

ARE YOU CURRENTLY CERTIFIED IN KANSAS? \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_

CERTIFICATION BY SUBJECT AND GRADE LEVEL: \_\_\_\_\_

ARE YOU CURRENTLY UNDER CONTRACT? \_\_\_\_\_ DATE YOU COULD BEGIN WORK \_\_\_\_\_

SPECIFIC POSITION FOR WHICH YOU ARE APPLYING \_\_\_\_\_

ACTIVITIES YOU WOULD BE WILLING TO SPONSOR/COACH? \_\_\_\_\_

NAME OF STAFF MEMBER WHO REFERRED YOU TO KAW VALLEY \_\_\_\_\_

**PERSONAL DATA**

1. Do you have any health conditions that may affect your ability to perform the duties of the position for which you have applied?  Yes  No
2. Have you ever been convicted of a crime of moral turpitude?  Yes  No
3. Are you Hispanic/Latino or of Spanish origin?  Yes  No
4. Select one or more races from the following racial groups:
  - a. American Indian or Alaska Native
  - b. Asian
  - c. Black or African American
  - d. Native Hawaiian or Other Pacific Islander
  - e. White

<b>For district use:</b>			
Letter of Application _____	Transcripts/Credentials _____	Resume _____	Certificate _____
Interview date _____		Interviewer _____	
Score _____		Recommendation _____	

**The information on this page may be omitted if it is included on an attached resume.**

**EDUCATIONAL DATA**  
(Academic Training in Chronological Order)

School Name and Location	Inclusive Dates	Degree or Hours	Major
			<b>HIGH SCHOOL</b>

**PROFESSIONAL DATA**  
(Most Recent Chronological Employment Data)

Employer Name	City, State	Position/Duties	Dates	Supervisor

PROFESSIONAL HONORS AND COMMUNITY ACTIVITIES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## REFERENCES

NAME	OFFICIAL POSITION	ADDRESS AND PHONE

**THANK YOU FOR YOUR INTEREST IN KAW VALLEY. PLEASE FORWARD TRANSCRIPTS, CREDENTIALS, AND A COPY OF YOUR CERTIFICATE TO COMPLETE YOUR APPLICATION FILE.**

### APPLICANT JOB APPLICATION ACKNOWLEDGEMENTS

1. I certify that all the information provided by me in this application is true and complete. I understand that any misstatement, falsification, or omission of information is grounds for refusal to hire or, if I am hired and the same is discovered thereafter, termination.
  
2. I authorize any of the persons or organizations referenced in this application to give USD #321 any and all information concerning my previous employment, education, or any other information, personal or otherwise, with regard to any of the subjects covered by this application, and I release all such parties from all liability for any damages that may result from furnishing such information. I authorize USD #321 to conduct background checks through a third party.
  
3. I authorize representatives of USD #321 to request, receive, and verify all information given on this application and I release them from all damages that may result from their doing so.
  
4. I authorize USD #321 to conduct a criminal background investigation and I release them from all liability for any damages that may result from their doing so.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Please note that Hispanic/Latino is considered an ethnicity, **not** a race.

Please answer BOTH part A and B.

Part A. **Are you Hispanic/Latino?** (Choose only one)

No, not Hispanic Latino

Yes, Hispanic/Latino (A person who is Cuban, Mexican Puerto Rican, South or Central American or other Spanish culture or origin, regardless of race.)

The above part of the question is about ethnicity, not race. No matter what you selected above, **please continue to answer the following** by marking one or more boxes to indicate what you consider your race to be.

Part B. **What is your race?** (Choose one or more)

American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

Black or African American: A person having origins in any of the black racial groups of Africa.

Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands.

White: A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_