

# D ELTON K ELLOGG S CHOOLS

327 N. Grove Street  
Delton, MI 49046  
269 623-9225

## SUPPORT EMPLOYMENT APPLICATION

This application will be kept active and filed with the Human Resources Department at Delton Kellogg School District until December 31<sup>st</sup> of the current year. If you wish to reactivate your application, you will need to give written notice to Central Office before December 31<sup>st</sup>. If you do not reactivate your application you are welcome to submit a new application after January 1<sup>st</sup>.

Position for which you are applying: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_  
(Last) (First) (Middle Initial)

Email: \_\_\_\_\_

Is any information regarding a different name you may have used in the past necessary to check your employment history, academic, or personal references? If yes, please explain:

\_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Street) (City/State) (Zip)

*Section 1809 of the Revised School Code provides that a person who uses or attempts to use a teaching certificate that he or she knows has been surrendered, suspended, revoked, nullified, fraudulently obtained, altered or forged, or who uses or attempts to use as his/her own valid teaching certificate that he/she knows is issued to another person, to obtain employment in a position requiring a valid teaching certificate and who remains employed in a position requiring a valid teaching certificate, knowing her or she does not hold a valid teaching certificate, is guilty of a misdemeanor, punishable by both fine and imprisonment.*

Present Position: \_\_\_\_\_ Date of Hire: \_\_\_\_\_

Are you presently under contract? Yes  No  When would you be available? \_\_\_\_\_

What is your present salary or hourly wage? \_\_\_\_\_ Salary or Hourly Wage expected? \_\_\_\_\_

Have you ever been requested to resign or surrender your employment rights?  Yes  No

Have you ever been fired from any school, other educational institution or employment?  Yes  No

If yes to either of the above, please explain:

\_\_\_\_\_  
\_\_\_\_\_

Do you have experience using computers or other technologies?  Yes  No

If yes, please explain what type, in what capacity, software applications used and any other relevant information:

\_\_\_\_\_

Why do you wish to leave your present position? \_\_\_\_\_

If not currently employed, why did you leave your last position? \_\_\_\_\_

**EDUCATIONAL BACKGROUND**

	Name and Location	Type of Degree or Diploma	Cumulative GPA
High School			
Undergraduate Work			
Graduate Work			

Distinguishing Awards and Honors: \_\_\_\_\_

**EMPLOYMENT HISTORY/EXPERIENCE**

Employer Name/Address	Position Held	From/To Dates	Yearly Salary	Reason for Leaving

**OTHER RELATED EXPERIENCES OR VOLUNTEER WORK**  
**(Including working with children)**

Organization Name/Address	Type of Work	Dates Worked	<u>Employer</u>	<u>Supervisor</u>

REFERENCES

Name and Title	Mailing Address	Phone	Professional or Personal Reference

Please make a statement of your most important qualities for this position in the Delton Kellogg School District:

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Consideration of the application is conditioned upon the applicant signing the Consent to Obtain Records Request, Conviction Disclosure Form, and either the Authorization to Release Form or the Livescan Fingerprint. Further, the applicant understands that this application is not an offer of employment or an offer of a contract for employment with Delton Kellogg Schools. This application does not obligate Delton Kellogg School District in any way should it determine to offer employment to the applicant.

*I hereby authorize Delton Kellogg School District to inquire and verify any information contained on this application for employment, and Delton Kellogg School District shall not be liable for any damages which may result from such inquiry or verification. I understand that making any misleading or untruthful statements on this application may result in my dismissal. If accepted for employment, I understand that this application will become a permanent part of my personnel records.*

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

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

***Delton Kellogg School District is an Equal Opportunity Employer and does not discriminate in its educational policies or practices on the basis of religion, race, color, sex, national origin or handicap of any individual.***