



# Application for Support Staff Employment Crane Independent School District

Crane I.S.D.  
511 West 8th  
Crane, Texas 79731  
(432) 558-1022

*An Equal Opportunity Employer*

## Personal Data

Date of Application: \_\_\_\_\_

Name: \_\_\_\_\_  
*Last First Middle*

Current Address: \_\_\_\_\_  
*Street/PO Box City State Zip Code*

Other Addresses where you may be reached: \_\_\_\_\_

Work Phone: (\_\_\_\_) \_\_\_\_\_ Home Phone: (\_\_\_\_) \_\_\_\_\_

Other name that may appear on records: \_\_\_\_\_  
*(Used only for reference checks)*

## Position Data

List the position(s) you are applying for: \_\_\_\_\_

Date you can begin work: \_\_\_\_\_

Have you ever been employed by Crane I.S.D. in the Past?    Yes    No

If you answered yes, provide dates of employment \_\_\_\_\_

## Education/Training

Highest Level of Education Attained: \_\_\_\_\_

| Name and Location of Schools Attended | Course of Study and Major/Minor | Diploma, Degree, Certificate, or License Held | Year Graduated |
|---------------------------------------|---------------------------------|---|----------------|
|                                       |                                 |   |                |
|                                       |                                 |   |                |
|                                       |                                 |   |                |

Licenses or Certificates Held: \_\_\_\_\_

Other training related to position: \_\_\_\_\_

### Other Work Experience

*Please provide a list of all other jobs or administrative positions you have held in the past 10 years.*

| Employer | Position/Title | Dates Employed | Reason for Leaving |
|----------|----------------|----------------|--------------------|
|          |                |                |                    |
|          |                |                |                    |
|          |                |                |                    |

### Special Skills

List specific skills and/or machines or equipment you can operate. Include typing speed and number of years experience. \_\_\_\_\_

### General Information

Do you have a relative who serves on the Crane I.S.D. Board of Education?

Yes

No

If yes, please provide the relative's name and relationship:

\_\_\_\_\_

Have you ever been convicted of, plead guilty or no contest (nolo contendere) to, or received probation, suspension, or deferred adjudication for 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 \_\_\_\_\_

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

## References

*Please list references we can contact regarding your work history. Include all managers and supervisors who evaluated or supervised your performance at your last two jobs.*

| Name | School District/<br>Firm Name | Mailing<br>Address | Position or<br>Title | Phone Number |
|------|-------------------------------|--------------------|----------------------|--------------|
|      |                               |                    |                      |              |
|      |                               |                    |                      |              |
|      |                               |                    |                      |              |
|      |                               |                    |                      |              |
|      |                               |                    |                      |              |

## Verification

I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge and understand that any deliberate falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.

I authorize the references listed on the previous page to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all such parties from liability for any damage that may result from furnishing the same to you.

I understand that the district is authorized by Texas education Code 22.083 to obtain criminal history record information on applicants the district intends to employ.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

This application becomes property of the district. The district reserves the right to accept or reject it. **This application will remain active for nine (9) months from date of application.**

**It is the responsibility of the applicant to request in writing if he or she desires to have the application reactivated.**