
Service/Support

Application of _____

Name

Address

Present Position

for _____

Position as

Date

Signature



Rotan Independent School District
102 N. McKinley
Rotan, TX 79546
D. Kent Ruffin, Superintendent
(325) 735-2332

An Equal Opportunity Employer

We assure equal opportunity for all applicants. All policies regarding employment will be administered without regard to race, color, creed, religion, national origin, age, handicap, sex or marital status.

Date of Application _____

Name _____ Social Security No. ____ - ____ - ____
Last First MI

Present address _____
City/State/Zip

Permanent address _____
City/State/Zip

Telephone No. _____ Alternate No. _____

Other names that may appear on records _____

Position Data

Position for which you are applying _____

Type of employment: Full-time _____ Part-time _____ Summer Only _____

Date you can begin work _____

Have you been employed by Rotan ISD in the past? Yes _____ No _____

If yes, provide dates of employment: _____

Education/Training

Check highest level attained.

- High School diploma/GED Less than two years in college Associate's Degree
- Two or more years of college Bachelor's Degree Master's Degree
- Other training/education _____

Licenses/certifications held _____

Name of School/ Location	Course of Study/ Major/Minor	Diploma/Degree/ Certificate/License	Year Graduated <i>(College Only)</i>

Work Experience

Please provide a complete listing of all jobs or positions you have held in the past 10 years. List most recent first. Attach additional sheets if necessary.

Employer/ Location	Position /Title	Dates Employed	Supervisor's Name & No.	Reason for Leaving

Special Skills—List specific skills and/or any machines or equipment you can operate. Include typing speed and number of years experience.

- 1. _____ 4. _____
- 2. _____ 5. _____
- 3. _____ 6. _____

General Information

Do you have a relative who is a member of the Rotan ISD Board of Trustees?
Yes _____ No _____ If yes, please give the name and the relationship of the relative:

Have you ever been convicted of a felony or offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor) and/or received probation or deferred adjudication? Yes _____ No _____ If yes, explain: _____

Conviction of a felony is not an automatic bar from employment. The district will consider the nature, date and relationship between the offense and the position to which you are applying.

References

Name	Address/Phone No.	Official Position

Personal Statement

Please make a statement in your own handwriting concerning your reasons for desiring a position with Rotan ISD. (Attach extra page if necessary.)

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 above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you.

I understand that the district is required by Texas Education Code §21.917 to obtain criminal history record information on applicants from employment.

Signature

Date

This application becomes the property of the district. The district reserves the right to accept or reject it. This application shall be considered active for a period not to exceed 24 months. Any applicant wishing to be considered for employment beyond this time period may inquire as to whether or not applicants are being accepted at that time.