

Sunray Independent School District

Employment Application for Service and Support Personnel

We consider applicants for all positions without regard to race, color, national origin, age, religion, sex, marital or veteran status, the presence of a medical condition, disability, or any other legally protected status.

An Equal Opportunity Employer

Date of Application _____ Social Security Number _____

Name _____

Email address: _____

Current address _____

Other address where you may be reached _____

Work Phone _____ Home Phone _____

Position for which you are applying: _____

Type of employment: Full time Part time Summer only Date available _____

Have you ever been employed by the school district? Yes No

If yes, give dates of employment _____

Check highest education level attained:

- Not a high school graduate (Circle last grade completed) 1 2 3 4 5 6 7 8 9 10 11 12
- High School graduate GED Less than two years college Two or more years college
- Bachelor's degree Master's degree Other training or education _____
- Licenses/certifications held _____

Schools attended: List all applicable information

Names and locations of schools attended	Course of Study: Major/Minor fields	Diploma, degree, certificate, or license	Year graduate (college only)

Please provide a complete listing of all jobs or positions you have held in the past ten years, starting with the most recent first. Attached additional sheets if necessary. (Bus driver applicants, see Addendum.)

Employer and Location	Position/Title	Dates Employed	Reason for Leaving

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

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

Do you have a relative who is a member of the Sunray ISD Board of Trustees? Yes No

If yes, please provide the name of the relative and the relationship: _____

Have you ever been convicted of or plead guilty or no contest to a felony or offense involving moral turpitude (including but not limited to: theft, rape, murder, swindling, or indecency with a minor)? Yes No

If yes, please state where, when, and the nature of the offense: also indicate whether the charges were dismissed as a condition of probation, suspension, or deferred adjunction: _____

Please list references who may be contacted regarding your work history. Please include all managers and supervisors who evaluated or supervised your performance at the last two employing organizations.

Full Name of Reference	School District/ Firm Name	Mailing Address	Position/Title	Phone Number

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 such parties from any liability for any damage that may result from furnishing the same to you.

I understand that the District is authorized by the Texas Education Code §22.083(b) to obtain criminal history record information on applicants selected for employment.

Signature of Applicant _____
Date

This application becomes the property of the District. The District reserves the right to accept or reject it. This application will be considered active for a period of 365 days. Any applicant wishing to be considered for employment beyond this time period may inquire as whether or not applications are being accepted at that time.

Criminal History Record of Information Addendum

Confidential*

The Sunray Independent School District (171902) is authorized by state law to obtain criminal history record information on applicants the district intends to employ (Texas Education Code §22.083). The information requested below is necessary to obtain criminal history record information.

Please print:

Name _____
Last First Middle

Social Security Number _____ Date of Birth _____

State and Driver License Number _____

Sex: Male Female Ethnicity: Black Hispanic White/Other

I understand the information I am providing about age, sex, and ethnicity will not be used to determine eligibility for employment but will be used solely for the purpose of obtaining criminal history record information.

Signature _____

Date _____

Please return request to:
Sunray ISD
PO Box 240
Sunray, TX 79086-0240

*This form will be removed from the application and filed separately in the personnel office.

Pre-Employment Affidavit for Applicant Offered Employment

For purposes of this affidavit:

Adjudication and conviction refer to a conviction, plea of guilty or no contest (*nolo contendere*), probation, suspension, or deferred adjudication.

Charge refers to a formal criminal charge as documented by a primary charging instrument (a complaint, information, or indictment) under the Texas Code of Criminal Procedure.

Inappropriate relationship refers to the crime of improper relationship between educator and student in Texas Penal Code section 21.12, and any other inappropriate relationship as determined by the State Board for Educator Certification.

I declare the following:

- I have never been charged with, adjudicated for, or convicted of having an inappropriate relationship with a minor.
 - I have been charged with, adjudicated for, or convicted of having an inappropriate relationship with a minor. The charge, adjudication, or conviction was determined to be **false**. The following are all of the relevant facts pertaining to the charge, adjudication, or conviction: _____.
 - I have been charged with, adjudicated for, or convicted of having an inappropriate relationship with a minor. The charge, adjudication, or conviction was determined to be **true**. The following are all of the relevant facts pertaining to the charge, adjudication, or conviction: _____.
-

Affidavit of Applicant Offered Employment

The following affidavit is offered to satisfy the requirement of Texas Education Code section 21.009 for a pre-employment affidavit.

I declare under penalty of perjury that the foregoing is true and correct.

Name (First, Middle, Last) _____
Date of Birth

Address (Street, City, State, Zip Code) _____
County

Executed in _____ County, State of Texas, on the _____ day of _____, _____.
County Date Month Year

(Signature of Declarant)

State of Texas
County of _____

Before me, _____ (insert the name of the notary), on this day personally appeared _____ (insert the name of the applicant), known to me [or proved to me on the oath of _____ or through _____ (description of identity card or other document) to be the person whose name is subscribed to the foregoing instrument] and acknowledged to me that he executed the same for the purposes and consideration therein expressed. Given under my hand and seal of office this _____ day of _____, (year).

(Personalized Seal)

Notary Public's Signature

*I understand that the date of birth I am providing will not be used to determine eligibility for employment but will be used solely for the purpose of this pre-employment affidavit.**

*This form will be processed separately and not shared with the hiring manager.