



Southampton County Public Schools

21308 Plank Rd, Courtland, VA 23837 757.653.2692 southampton.k12.va.us



Application for Support Employment

Today's Date:	How did you hear about Southampton County Public Schools?
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PERSONAL DATA

Name (last, first, middle)				
Street Address and/or Mailing Address		City	State	Zip
Home Telephone Number/ Cellular Number	Email Address	Date you can start		
Current Employment Status	Driver's License Number	Do you have a High School Diploma or GED? Yes <input type="checkbox"/> No <input type="checkbox"/>		

POSITION INFORMATION Check all that you are willing to work

Grade Level Preference Elementary (Pk-5) <input type="checkbox"/> High (9-12) <input type="checkbox"/> Middle (6-8) <input type="checkbox"/> Other <input type="checkbox"/>	Preferred Hours Part-Time <input type="checkbox"/> Full-Time <input type="checkbox"/>	Food Service <input type="checkbox"/> Bus Driver <input type="checkbox"/> Substitute Bus Driver <input type="checkbox"/> Custodian <input type="checkbox"/>	Substitute Teacher <input type="checkbox"/> School Nurse <input type="checkbox"/> Clerical <input type="checkbox"/> Other <input type="checkbox"/>
Are you authorized to work in the U.S. on an unrestricted basis? Yes <input type="checkbox"/> No <input type="checkbox"/>			

QUALIFICATIONS Please list any education or training you feel relates to the position applied for that would help you perform the work.

You may also provide an updated resume instead.

	School Name	Degree	Address/City/State
College			
High School			
Other			

WORK HISTORY Start with your present or most recent employment and work back.

Company/School Name and Address	Job Description	Dates of Employment	Reason for leaving

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GENERAL INFORMATION

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Have you ever been employed with or are currently employed with Southampton County Public Schools?
<input type="checkbox"/>	<input type="checkbox"/>	Have you ever been convicted of any crime other than a minor traffic violation?
<input type="checkbox"/>	<input type="checkbox"/>	Have you been convicted (as guilty or not innocent), of a determination of abuse or neglect founded against you of any offense involving sexual molestation, physical or sexual abuse or rape of a child; or any like offense against an adult?
<input type="checkbox"/>	<input type="checkbox"/>	Have you received two or more moving violations within the last two years?
<input type="checkbox"/>	<input type="checkbox"/>	Have you received a Driving Under the Influence (DUI) conviction within the last five years?
<input type="checkbox"/>	<input type="checkbox"/>	Have you ever had your driving license suspended or revoked?
<input type="checkbox"/>	<input type="checkbox"/>	Are any criminal or civil charges or proceedings pending against you?

If you answered "yes" to any of the questions in the above section, please explain.

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that this application does not constitute a contract for employment. Election of all employees and determination of salary level are subject to receipt of confirming credentials for Southampton County Public School personnel files. I understand that if employed, falsified statements on this application or any supplement thereto shall be considered sufficient cause for dismissal. I recognize that future or continued employment is contingent upon the completion of a satisfactory background investigation. You are hereby authorized to make any investigation and contact my present employer. I hereby waive the right to access confidential statements made in recommendations used solely for employment.

I understand and agree that by signing and submitting this application, I certify

- i) that I have not been convicted of a felony or any offense involving sexual molestation, physical or sexual abuse, or rape of a child, and
ii) that I have _____ have not _____ been convicted of a crime of moral turpitude (check one). If you checked that you have been convicted of a crime of moral turpitude, list below the offense of which you were convicted and the date and court of conviction.

I further understand that if I make a materially false statement regarding any of the above offenses, I will be guilty of a Class 1 misdemeanor. I understand and agree that I am under a duty to report to the Southampton County Public Schools any conviction for any offense other than a minor traffic violation that occurs after I sign this application. I understand and agree that, in addition to any other penalty provided by law, a materially false statement on this application or failure to report a subsequent conviction as required by this application will be cause for my immediate dismissal from employment.

Bus and Car Drivers: By signing this application, you give Southampton County Schools permission to check your driver's record with the Division of Motor Vehicles.

Signature

Date

Note: The application packet will remain on file for one year from the date of receipt unless you request its reactivation in writing. Any change of address, telephone number, etc., should be included in the request.

Southampton County School Board does not discriminate on the basis of race, color, sex, age, religion, disability, national origin or marital status in employment or any of its programs or activities.

The Compliance Officer for Southampton County Public Schools for the above statutes is The Director of Administrative Services, P.O. Box 96, 21308 Plank Road, Courtland, VA 23837, (757) 653-2692.

****Please attach to this application any certifications or supporting documents, which you may have. For email submissions, send this application to info@southampton.k12.va.us. Please use the subject line: ATTENTION HR***