HANCOCK PUBLIC SCHOOL

Independent School District No. 0768
371 Hancock Avenue
Hancock, MN 56244
(320) 392-5621

APPLICATION FOR NON-CERTIFIED EMPLOYMENT

PERSONAL

Last Name	First	Middle	Date
Mailing Address			Home Phone ( )
City, State, Zip			Cell Phone ( )
Have you ever applied for employment with us? ☐ Yes ☐ No If yes: Month and Year		Location	Pay Expected
Position Desired			Will you work overtime if asked?
Apart from absence for religious observance, are you available for full-time work? ☐ Yes ☐ No If not, what hours can you work?			When will you be available to begin work?
Are you legally eligible for employment in the United States?			
Other special training or skills (language, machine operation, etc.)			

EDUCATION

SCHOOL	NAME AND LOCATION OF SCHOOL	COURSE OF STUDY	NO. OF YEARS COM-PLETED	DID YOU GRADUATE?	DEGREE OR DIPLOMA
College					
High					
Elementary					
Other					

MILITARY

Complete this section if you served in the U.S. Armed Forces
Branch of Service
Rank at Discharge
Describe your duties and any special training

EMPLOYMENT	Please give accurate, complete full-time and part-time employment record. Start with present or most recent employer.

Company Name	Telephone
Address	Weekly Pay Start Last
Name of Supervisor	Reason for leaving
State Job Title and Describe Your Work	
May we contact your current employer?	

Company Name	Telephone
Address	Weekly Pay Start Last
Name of Supervisor	Reason for leaving
State Job Title and Describe Your Work	

References

Name	Phone	Relationship

Please briefly describe what special qualifications you bring to this job:

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin, disability or veteran status.
Employment is subject to a background check.

Signature

The information provided in this Application for Employment is true, correct and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal.

I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future.

If you decide to engage an investigative consumer reporting agency to report on my credit and personal history, I authorize you to do so. If a report is obtained you must provide, at my request, the name and address of the agency so I may obtain from them the nature and substance of the information contained in the report.

_____ _____

Date **Signature**