

# EMPLOYMENT APPLICATION FOR TRANSPORTATION EMPLOYEE

## WAYNESVILLE R-VI SCHOOL DISTRICT

Personnel Services  
200 Fleetwood Drive  
Waynesville, MO 65583  
Phone: (573) 842-2094 Fax: (573) 433-2968  
Office Hours: Monday-Friday 7:30 a.m. - 4:30 p.m.

**AN EQUAL OPPORTUNITY EMPLOYER**



**ALL SECTIONS MUST BE FULLY COMPLETED. USE "N/A" FOR NOT APPLICABLE. PLEASE TYPE OR PRINT CLEARLY.**

Date: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

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

Other Name(s): \_\_\_\_\_  
*Please provide information relative to change of name or nickname necessary to enable a check of your work or school record.*

Present Address: \_\_\_\_\_  
Street City State Zip

Phone: \_\_\_\_\_  
Cell Day ☐ Home or ☐ Work? Evening ☐ Home or ☐ Work?

E-mail: \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
Street City State Zip Phone: \_\_\_\_\_

Are you currently legally authorized to work in the United States? \_\_\_ Yes \_\_\_ No

## POSITION(S) DESIRED

Bus Aide \_\_\_\_\_ Bus Driver \_\_\_\_\_ Date available for employment (approx.) \_\_\_\_\_

## EDUCATIONAL TRAINING (Begin with most recent, list all educational training and courses including high school attended.)

School / University	Course of Study Major Fields	Course of Study Minor Fields	Diploma, Degrees, Certificates

Please list any special seminars, courses, or training: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## WORK EXPERIENCE

Employer / Address	Phone	Position	# of Years	Dates From / To	Reason for Leaving

Please describe any circumstances surrounding a break in employment of one or more years: (mark N/A if not applicable i.e.; student)

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## PERSONAL AND PROFESSIONAL REFERENCES

List below only those persons (not relatives) who know about your ability, work habits and/or qualifications for the position.

Please attach to this application at least one (1) Letter of Recommendation from a work related or personal reference listed below.

Name	Position	Address	Phone

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1. Why are you interested in working for the Waynesville R-VI School District?

2. Please describe any previous employment experience that may support your candidacy for this position. Please list specific duties performed relevant to this position.

## PERSONAL BACKGROUND

1. Have you ever been arrested for, charged with, or convicted of a felony, misdemeanor, or ordinance violation? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00. **DO NOT** exclude offenses related to driving while intoxicated (DWI) or driving while under the influence (DUI).) \_\_\_ Yes \_\_\_ No
  2. Have you ever received a suspended imposition of sentence or suspended execution of sentence for a felony, misdemeanor, or ordinance violation? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00. **DO NOT** exclude offenses related to driving while intoxicated (DWI) or driving while under the influence (DUI).) \_\_\_ Yes \_\_\_ No
  3. Have you ever plead guilty or nolo contendere (no contest), or entered an Alford plea, to a felony, misdemeanor or ordinance violation? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00. **DO NOT** exclude offenses related to driving while intoxicated (DWI) or driving while under the influence (DUI).) \_\_\_ Yes \_\_\_ No
  4. Has any record pertaining to you concerning any arrest, charge, plea, conviction, or sentence for any felony, misdemeanor, or ordinance ever been expunged? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00. **DO NOT** exclude offenses related to driving while intoxicated (DWI) or driving while under the influence (DUI).) \_\_\_ Yes \_\_\_ No
  5. Are you currently on probation or parole? \_\_\_ Yes \_\_\_ No
  6. Are you currently out on bail or on your own recognizance pending trial of any criminal charge? \_\_\_ Yes \_\_\_ No
  7. Has the Missouri Division of Family Services or a similar agency in any other state or jurisdiction ever issued a determination or finding of cause or reason to believe or suspect that you have engaged in physical, emotional, psychological or sexual abuse or neglect of a child? \_\_\_ Yes \_\_\_ No
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## NOTICE TO APPLICANT

I certify that I have read each question carefully and that every answer is accurate and complete. I understand that omission of any information and/or any false, inaccurate, or misleading answer will be grounds for refusal to hire, or if I have been hired, for termination of my employment.

I authorize the Waynesville R-VI School District to communicate with the references provided on this application, as well as, any and all former employers, school officials and persons with knowledge of my employment, irrespective of whether such persons are specifically named herein. Since information concerning my performance is furnished at my specific request, I give permission for all such references, as well as other prior employers, school officials and other persons with knowledge of my employment to provide a full and complete response to any inquiries by the Waynesville R-VI School District in connection with this Application for Employment without any liability for the information provided. I agree that the information will not be disclosed to me, but will be treated as confidential by the district.

This application with all inclusions and attachments becomes the property of the district. The district reserves the right to accept or reject it.

I understand that employment with the district is conditional and is contingent upon the satisfactory completion of a criminal and/or child abuse/neglect record check and approval by the Board of Education. An unsatisfactory report shall constitute cause for rejection of an application or immediate termination, as may be appropriate. Although the existence of an arrest, charge, plea, conviction, and/or sentence alone may not constitute an unsatisfactory report, the district has a compelling interest in the safety and welfare of its students. Therefore, the district is permitted by law, and has an obligation, to request criminal and child abuse/neglect information and official records for each applicant and employee, and to act in accordance with such information and official records. Applicants and employees must report any arrests charges, pleas, convictions and/or sentences that occur after they complete this form.

I understand that my employment by the district creates no obligation upon the district to continue to employ me in the future.

Signed \_\_\_\_\_ Date: \_\_\_\_\_

*The Waynesville R-VI School District does not discriminate on the basis of race, sex, age, national origin, religion, or disabling condition in employment, access, or programs and activities.*