

# HILBERT SCHOOL DISTRICT

## Support Staff Application



1139 Milwaukee St Hilbert, WI    PHONE: 920-853-3558    FAX: 920-853-7030

### APPLICANT INFORMATION

<b>Legal Name <i>Last, First, Middle</i></b>			
<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Phone</b>		<b>Soc. Security #</b>	
<b>Email Address</b>			
<b>Position Applying For</b>			

### EDUCATION

	School or Institute and Location	Major/Minor	Diplomas, Degree or Credits Earned	Graduation Date
<b>High School</b>				
<b>Technical College</b>				
<b>College/University</b>				

Summarize special job-related skills and qualifications acquired from employment or other experiences and/or state any additional information you feel may be helpful in considering your application.

### EMPLOYMENT REFERENCES (list most recent first)

Employer Name	Supervisor/Phone #	Start Date	End Date	Duties

**EMPLOYER DISCLAIMER, AUTHORIZATION AND RELEASE**

Through my signature below, I certify that the answers given by me in this application are true and correct without omissions of any kind. I understand that any misleading or incorrect statements may render this application void. If I am employed and it is subsequently discovered that any answer given by me is incomplete, misleading, or incorrect, my employment with the Hilbert School District maybe terminated. I agree that the Hilbert School District shall not be held liable in any respect if my employment is terminated because of false, incomplete, or misleading statements, answers, or omissions made by me in this application.

I am informed that the Hilbert School District will conduct an inquiry regarding my qualifications, background and suitability for the position of employment, for which I have made application and I consent to the inquiry.

I also authorize former employers, educational institutions, government agencies, personal references, professional references, and other appropriate sources to provide the Hilbert School District with any information requested regarding my employment, character, experience, and qualifications, and/or suitability for employment, including any record of civil or criminal conviction or arrest, the circumstances of which substantially relate to the circumstances of the position for which I have applied; record of civil judgment; police record; driving record; check of my fingerprints; record of professional license revocation, and opinions related to my suitability for hire. I understand that such information is sought on a confidential basis and will not be released to me in any form whatsoever. I waive any right or claim of access to this information.

I authorize disclosure to the Hilbert School District of my complete personnel file and all personnel records maintained by the previous employers, identified in this application.

I further voluntarily and knowingly, fully release and discharge, absolve, indemnify, and hold harmless such former employers, persons, firms, corporations, schools, or government agencies, their officials, employees, and agents from any and all claims, liability, demands, causes of action, damages, and costs, including attorneys’ fees, present and future, whether known or unknown, anticipated or unanticipated, arising from or incident to the disclosure or release of any information, records, or opinions concerning my employment pursuant to this authorization, except for the malicious and willful disclosure of derogatory facts concerning employment, made for the express purpose of preventing me from obtaining employment which the officer, employee, or agent, disclosing such facts, knows are untrue.

Signature	Date
-----------	------

A copy of this authorization is as valid as the original and should be recognized as such.

This school district is an equal opportunity employer and does not discriminate in its employment practices on the basis of race, creed, sex, national origin, disability, age, color, religion, genetic information, marital status, citizenship status, veteran status, military service (as defined in Sec. 111.32, Wis. Stats.), sexual orientation, national origin, ancestry, arrest record, conviction record, use or non-use of lawful products off School District premises during non-working hours, or any other characteristic protected by law, except as permitted by law.

Note: Applications are kept on file by the school district for one year. If interested in keeping your file current, please update your application every year.
---