

Rule Independent School District
Employment Application for Service and Support Personnel
(Food Service, Custodian, Bus Driver)



An Equal Opportunity Employer

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

	Date of application: _____	Date Available: _____																	
Personal Data	Name _____ <div style="display: flex; justify-content: space-between; font-size: small;"> <i>Last</i> <i>First</i> <i>Middle Initial</i> </div>																		
	Current Address _____ <div style="display: flex; justify-content: space-between; font-size: small;"> <i>Street/Box</i> <i>City</i> <i>State</i> <i>Zip Code</i> </div>																		
	Home phone _____ Cell phone _____																		
	Other name that may appear on records _____																		
	Social Security Number _____ <i>(Providing your Social Security Number allows the district to verify your certification. Disclosure is optional.)</i>																		
Position Data	List the position(s) for which you are applying _____																		
	Type of employment: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Summer Only																		
	Have you been employed by Rule ISD in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No																		
	If you answered yes, provide dates of employment _____																		
Credentials	Credentials included with application:																		
	<input type="checkbox"/> Resume <input type="checkbox"/> All transcripts showing degrees																		
Preparation	Check highest level attained:																		
	<input type="checkbox"/> Not High School Graduate (Circle last grade completed) 1 2 3 4 5 6 7 8 9 10 11 12 <input type="checkbox"/> High School Graduate <input type="checkbox"/> GED <input type="checkbox"/> Less than 2 years college <input type="checkbox"/> 2 or more years college <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree																		
	Other training/Education _____																		
	Schools attended: List all applicable																		
	<table border="1" style="width:100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width:25%;">Name and location</th> <th style="width:25%;">Course of study</th> <th style="width:25%;">Diploma, degree or certificate</th> <th style="width:25%;">Year graduated</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>			Name and location	Course of study	Diploma, degree or certificate	Year graduated												
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Certification	<p>Certificates or Licenses Currently Held:</p> <p> <input type="checkbox"/> Education Aide I <input type="checkbox"/> Educational Aide II <input type="checkbox"/> Educational Aide III <input type="checkbox"/> Other: _____ </p> <p>Areas of Specialization/Supplemental Certificates/Endorsements (as listed on certification):</p> <p>_____</p> <p>_____</p>																																												
Work Experience	<p>Please list work experience beginning with the most recent year. Attach additional sheets if necessary. Attach resume if available.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Employer name and location</td> <td style="width: 25%;"></td> <td style="width: 25%;">Employer name and location</td> <td style="width: 25%;"></td> </tr> <tr> <td>Position/title held</td> <td></td> <td>Position/title held</td> <td></td> </tr> <tr> <td>Dates employed</td> <td></td> <td>Dates employed</td> <td></td> </tr> <tr> <td>Supervisor's name and phone number</td> <td></td> <td>Supervisor's name and phone number</td> <td></td> </tr> <tr> <td>Reason for leaving</td> <td></td> <td>Reason for leaving</td> <td></td> </tr> <tr> <td>Employer name and location</td> <td></td> <td>Employer name and location</td> <td></td> </tr> <tr> <td>Position/title held</td> <td></td> <td>Position/title held</td> <td></td> </tr> <tr> <td>Dates employed</td> <td></td> <td>Dates employed</td> <td></td> </tr> <tr> <td>Supervisor's name and phone number</td> <td></td> <td>Supervisor's name and phone number</td> <td></td> </tr> <tr> <td>Reason for leaving</td> <td></td> <td>Reason for leaving</td> <td></td> </tr> </table>					Employer name and location		Employer name and location		Position/title held		Position/title held		Dates employed		Dates employed		Supervisor's name and phone number		Supervisor's name and phone number		Reason for leaving		Reason for leaving		Employer name and location		Employer name and location		Position/title held		Position/title held		Dates employed		Dates employed		Supervisor's name and phone number		Supervisor's name and phone number		Reason for leaving		Reason for leaving	
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References	<p>Please list references the district can contact regarding your work history. List any personal reference the district may contact.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Full name of reference</th> <th style="width: 20%;">School district or name of firm</th> <th style="width: 20%;">Mailing address</th> <th style="width: 20%;">Position/title</th> <th style="width: 20%;">Phone number including area code</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>					Full name of reference	School district or name of firm	Mailing address	Position/title	Phone number including area code																																			
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General Information	<p>Do you have a relative who is a Rule ISD Board Member? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, give the name of the relative and relationship _____</p> <p>Have you ever been convicted of, pled guilty or no contest (nolo contendere) to, or received probation, suspension, or deferred adjudication for a felony or any offense involving moral turpitude (including, but not limited to theft, rape, murder, swindling, and indecency with a minor)? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please state where, when and the nature of the offense _____ _____</p> <p>(Conviction of a felony is not an automatic bar to employment. The district will consider the nature, date and relationship between the offense and the position for which you are applying.)</p>
Verification	<p>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.</p> <p>I authorize the references listed on the previous page 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 liability for any damage that may result from furnishing the same to you.</p> <p>I understand the district is required by Texas Education Code 22.083 to review criminal history record information of substitute teachers.</p> <p>Please note that your application will be kept in an active file for one (1) year from the date on application. If you have not been hired to work in the Rule Independent School District within a year and still desire to be considered for a position, renewal of the application must be made in writing.</p> <p>_____ Signature Date</p> <p>This application becomes the property of the district. The district reserves the right to accept or reject it.</p>



Return application to Superintendent's Office
1100 Union Ave.
Rule, TX 79547
940-997-2521 Office
940-997-2446 Fax

Please note: You will need to provide a copy of your Driver's License and Social Security Card for identification necessary for fingerprinting, which is required by law.

RULE INDEPENDENT SCHOOL DISTRICT

1100 UNION AVE. RULE, TEXAS 79547

CRIMINAL HISTORY RECORD INFORMATION REQUEST "CONFIDENTIAL"

THE RULE INDEPENDENT SCHOOL DISTRICT IS REQUIRED BY STATE LAW TO OBTAIN CRIMINAL HISTORY RECORD INFORMATION ON ALL APPLICANTS FOR EMPLOYMENT IN THE DISTRICT (TEXAS EDUCATION CODE SECTION 22.083). THE INFORMATION REQUESTED BELOW IS NECESSARY TO OBTAIN CRIMINAL HISTORY RECORD INFORMATION.

FULL NAME _____
(PRINT) LAST FIRST MIDDLE

LIST MAIDEN NAME AND/OR OTHER NAMES USED _____

MAILING ADDRESS _____

SOCIAL SECURITY NO. _____

DRIVER'S LICENSE STATE AND NUMBER _____

DATE OF BIRTH _____

SEX: MALE FEMALE

ETHNICITY: Black White Hispanic Other

I UNDERSTAND THAT THE INFORMATION I AM PROVIDING ABOUT AGE, SEX AND ETHNICITY WILL NOT DETERMINE ELIGIBILITY FOR EMPLOYMENT, BUT WILL BE USED SOLELY FOR THE PURPOSE OF OBTAINING CRIMINAL HISTORY RECORD INFORMATION. MY SIGNATURE AUTHORIZES RULE INDEPENDENT SCHOOL DISTRICT TO OBTAIN A CRIMINAL HISTORY FOR ME.

SIGNATURE

DATE

FOR OFFICE USE ONLY	
<input type="checkbox"/> VOLUNTEER	<input type="checkbox"/> MENTOR
OTHER _____	
<input type="checkbox"/> MEETS CRITERIA	<input type="checkbox"/> DOES NOT MEET CRITERIA

* THIS FORM WILL BE REMOVED FOR THE APPLICATION AND FILED SEPARATELY IN THE HR OFFICE.