



# Application for Support Staff Employment Albany Independent School District

Albany I.S.D.  
P.O. Box 2050  
Albany, TX 76430  
(325) 762-2823

*An Equal Opportunity Employer*

## Personal Data

Date of Application: \_\_\_\_\_

Name: \_\_\_\_\_

*Last*

*First*

*Middle*

Current Address: \_\_\_\_\_

*Street/PO Box*

*City*

*State*

*Zip Code*

Other Addresses where you may be reached: \_\_\_\_\_

Work Phone: (\_\_\_\_) \_\_\_\_\_ Home Phone: (\_\_\_\_) \_\_\_\_\_

Other name that may appear on records: \_\_\_\_\_

*(Used only for reference checks)*

Email Address: \_\_\_\_\_

## Position Data

List the position(s) for which you are applying: \_\_\_\_\_

Date you can begin work: \_\_\_\_\_

Have you ever been employed by Albany I.S.D. in the past?    Yes    No

If you answered yes, provide dates of employment \_\_\_\_\_

## Education/Training

Highest Level of Education Attained: \_\_\_\_\_

Name and Location of Schools Attended	Course of Study and Major/Minor	Diploma, Degree, Certificate, or License Held	Year Graduated

Licenses or Certificates Held: \_\_\_\_\_

Other training related to position: \_\_\_\_\_

**Other Work Experience**

*Please provide a list of all other jobs or administrative positions you have held in the past 10 years.*

Employer	Position/Title	Dates Employed	Reason for Leaving

**Special Skills**

List specific skills and/or machines and equipment you can operate. Include technology skills and years of experience.

**General Information**

Do you have a relative who serves on the Albany I.S.D. Board of Trustees?

Yes      No

If yes, please provide the relative's name and relationship: \_\_\_\_\_

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 offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, or indecency with a minor)?

\_\_\_ Yes

\_\_\_ No

If yes, please state where, when, and the nature of the offense \_\_\_\_\_

*(A felony conviction is not an automatic bar of employment. The district will consider the nature, date, and the relationship between the offense and the position for which you are applying.)*

Albany Independent School District does not discriminate on the basis of race, religion, color, national origin, ancestry, disability, medical condition, marital status, sex, age, sexual orientation or any other unlawful basis in its educational programs, activities, or employment policies as required by Title IX of the 1972 Educational Amendments, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and other applicable laws and regulations. An opportunity will be available during the selection process for persons with disabilities to advise the district of any need for reasonable accommodation(s).

**References**

*Please list references we can contact regarding your work history. Include all managers and supervisors who evaluated or supervised your performance at your last two jobs.*

Name	School District/ Firm Name	Mailing Address	Position or Title	Phone Number

**Verification**

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.

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.

I understand that the district is authorized by Texas Education Code 22.083 to obtain criminal history record information on applicants the district intends to employ.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

This application becomes property of the district. The district reserves the right to accept or reject it. This application will remain active for one year from date of application.

