# *Employment Application for Substitute*

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 a medical condition, disability, or any other legally protected status.

*An Equal Opportunity Employer*

PERSONAL DATA

Date of Application _____ Social Security Number _____

Name _____
Last First Middle Initial

Current address _____

Home phone _____ Work phone _____

Other name that may appear on records _____
(Used only for reference checks)

EDUCATION/TRAINING

Check the highest level of education attained:

___ Not a high school graduate
___ GED
___ High school graduate
___ Two or more years of college
___ Bachelor's degree
___ Master's degree

Other training or education _____

Certificates or license currently held _____

- Name and location of high school attended _____
  Course of study _____
  Year graduated _____

- Name and location of college attended _____
  Course of study _____
  Year graduated _____

- Name and location of college attended _____
  Course of study _____
  Year graduated _____

## GENERAL INFORMATION

- Have you been employed by Webb CISD in the past? ___ Yes ___ No

  If you answered yes, provide date(s) of employment _____

- Are you receiving Texas Teacher Retirement (TRS) benefits? ___ Yes ___ No

- Have you ever been convicted of, plead guilty or no contest (nolo contendre) 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, and 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 to employment. The district will consider the nature, date, and relationship between the offense and the position for which you are applying.)

- Are you related to a member of the Webb CISD Board of Trustees? ___ Yes ___ No (See attached list of members and relationship)

## REFERENCES

List references the district can contact regarding your work history. Include all managers and supervisors who evaluated or supervised your performance at your last two employers.

(1) Name of reference _____ Position _____

Name of business _____

Location (city/state)_____ Phone No. _____

(2) Name of reference _____ Position _____

Name of business _____

Location (city/state)_____ Phone No. _____

(3) Name of reference _____ Position _____

Name of business _____

Location (city/state)_____ Phone No. _____

## WORK EXPERIENCE

- Name of business _____
  Position/title _____
  Dates employed _____
  Reason for leaving _____

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  Position/title _____
  Dates employed _____
  Reason for leaving _____

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  Dates employed _____
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  Dates employed _____
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  Position/title _____
  Dates employed _____
  Reason for leaving _____

## 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 reference 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 Webb CISD 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 the property of the district. The district reserves the right to accept or reject it.

## DAYS AVAILABLE TO SUBSTITUTE, ASSIGNMENT PREFERENCE & CAMPUS PREFERENCE

Name of applicant _____

Assignment:

_____ Teacher

_____ Custodian

_____ Cafeteria worker

_____ Bus driver

Day(s) of week available to substitute:

_____ All days

_____ Monday

_____ Tuesday

_____ Wednesday

_____ Thursday

_____ Friday

Campus preference:

_____ All campuses

_____ High school

_____ Middle school

_____ Elementary

Phone number(s) where we can contact you when you are needed to substitute

_____

WEBB CONSOLIDATED ISD
BOARD OF TRUSTEES

Melissa Low Pena
Santiago "Chago" Salinas
Joselyn "Josie" Gomez
Julia A. Cantu
Robert Marshall
Larry Lowe
Ramiro Ramos

Consanguinity (blood) kinship:
Board Member is prospective employees:

| 1st Degree | 2nd Degree | 3rd Degree |
|---|---|---|
| Parent | Grandparent | Great grandparent |
| Child | Grandchild | Great grandchild |
| | Sister | Aunt / Uncle |
| | Brother | Niece / Nephew |

Affinity (marriage) kinship:
Board member's spouse is the prospective employee's OR prospective employee's spouse is the board member's:

| 1st Degree | 2nd Degree |
|---|---|
| Patent | Grandparent |
| Child | Grandchild |
| | Sister / Brother |

Termination of a marriage by divorce or death of a spouse terminates the affinity relationship UNLESS a child of that marriage is living. In that case, the marriage is treated as continuing to exist for as long as a child of the marriage lives.

# Criminal History Record Information Request

*Confidential*

The Webb Consolidated Independent School District is required by Texas Education Code Chapter 22, Subchapter C to review the criminal history of applicants, employees, independent contractors, student teachers, and certain volunteers. The information required below is necessary to obtain criminal history record information.

***Please print.***

Name _____
*Last* *First* *Middle*

Social Security Number _____ Date of Birth _____

Driver's License _____
*Number* *State*

Mailing Address _____
*Street* *City* *State* *Zip*

Sex: ___ Male ___ Female

Ethnicity: ___ Black ___ White/Other

Do you have any additional social security numbers? ___ No ___ Yes

If yes, list the names and numbers:

Name _____ Number _____

Name _____ Number _____

I understand that the information I am providing about age, sex, and ethnicity will not be used to determine eligibility for employment but will be used ***solely*** for the purpose of obtaining criminal history record information.

_____
Signature of Applicant

_____
Date