

**GAYLORD COMMUNITY SCHOOLS
FOOD SERVICE HELPER APPLICATION FOR EMPLOYMENT**

615 S. Elm Street, Gaylord, MI 49735
Telephone: (989)705-3080 Fax: (989)732-6029
www.gaylordschools.com

Name: _____ Email Address: _____

Cell Phone: _____ Home Phone: _____

Street Address: _____ City: _____ State: _____ Zip: _____

RECORD OF EDUCATION

Name & Location of School	Last Year Completed	Graduated?	Diploma/Degree/Certificate
High School:	9 10 11 12	Yes___ No___	
College/Trade School/Other:	1 2 3 4	Yes___ No___	

Are you currently employed? YES NO If so, may we contact your employer? _____

LIST BELOW ALL PRESENT AND PAST EMPLOYMENT BEGINNING WITH YOUR MOST RECENT

Name/Address of Employer	FROM Month/Year	TO Month/Year	POSITION Describe the work you did	Reason for leaving	Supervisor Name/Telephone
Telephone:					

Name/Address of Employer	FROM Month/Year	TO Month/Year	POSITION Describe the work you did	Reason for leaving	Name of Supervisor
Telephone:					

Name/Address of Employer	FROM Month/Year	TO Month/Year	POSITION Describe the work you did	Reason for leaving	Name of Supervisor
Telephone:					

EDUCATIONAL/EMPLOYMENT REFERENCES

Name, Position, Organization	Relationship to Applicant	Phone Number/Email Address

PERSONAL REFERENCES (Not former employers or relatives)

Name, Position, Organization	Relationship to Applicant	Phone Number/Email Address

Please tell us why you are interested in a Food Service Helper position at GCS: _____

Please list information which will help in determining your qualifications for this position: _____

Have you applied with this school district in the past? _____

If so, when, and for what position(s): _____

Eligible to work in the US? YES NO **Relatives employed by GCS?** _____

Name Relationship

Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

YES NO *If Yes, please explain:* _____

Have you ever been convicted of a criminal offense other than a minor traffic violation? YES NO

If yes, explain, giving dates: _____

Are there any felony charges pending against you? YES NO

Have you ever had any indicated finding of child abuse filed in your name? YES NO

If yes, explain, giving dates: _____

Does your name appear on any Sex Offender Database in any state or country? YES NO

Can you perform the essential job functions of this position, with or without reasonable accommodation? YES NO

Gaylord Community Schools is an Equal Opportunity Employer. Gaylord Community Schools ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Gaylord Community Schools has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Director of Human Resources.

By signing below, I authorize the school district to conduct an investigation pursuant to The School Code to determine whether I have been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for my employment. The School Code also stipulates that the School District perform a check on the Statewide Sex Offender Database. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

DATE: _____

SIGNATURE: _____