

**SCHOOL DISTRICT OF BENTON**

District Office  
41 Alma Street  
Benton, Wisconsin 53803  
**APPLICATION FOR EMPLOYMENT  
SUPPORT STAFF**

Name \_\_\_\_\_ Date of Application \_\_\_\_\_

Street \_\_\_\_\_ Phone \_\_\_\_\_

City, State \_\_\_\_\_ Zip \_\_\_\_\_

Type of position(s) applying for: *Circle position(s)*

Instructional  
Aide

Secretarial

Custodial

Food Service

Other \_\_\_\_\_

Are you interested in work as a substitute for the above position? Yes\_\_\_ No\_\_\_

Do you currently hold a certification as a Handicapped Children's Aide? Yes\_\_\_ No\_\_\_

If yes, give expiration date. \_\_\_\_\_

Do you hold certification as a teacher? Yes\_\_\_ No\_\_\_

If yes, give subject, level of certification, and expiration date.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**EDUCATION** (List High School first, then most recent post-secondary)

School	City, State	Course of Study or Major	Degree or Certificate Earned

**WORK EXPERIENCE** (Most recent first)

Employer	Dates of Employment	Job Assignment	Supervisor's Name

(Continued)

**REFERENCES**

Please list the names of three persons (*not relatives*) whom we can contact concerning your character and abilities.

Name	Address	Phone	Your Relationship With This Person

Describe related experiences which you believe will help in this position.

---

---

---

---

---

---

Are you able to perform the essential functions of the job with/without accommodations?

---

---

---

---

The School District of Benton is an equal opportunity employer and does not discriminate on the basis of age, race, creed, color, handicap, marital status, sex, national origin, ancestry, sexually orientation, arrest record, conviction record or membership in the National Guard, state defense force or any other reserve component of the military forces of Wisconsin or the United States.

If any misrepresentation has been made by me, any offer of employment may be withdrawn or my employment may be terminated immediately.

\_\_\_\_\_  
Signature of Application

**PERMISSION FOR BACKGROUND CHECK**  
School District of Benton, 41 Alma Street, PO Box 7, Benton, WI 53803

In order to provide a safe environment for our students, we reserve the right to check references and review relevant public documents regarding criminal activity of any employee, prospective employee, or volunteer who may have contact with our students. For this reason, please provide information as requested below:

Name \_\_\_\_\_  
  Last  First  Middle  Maiden

Address \_\_\_\_\_  
  Street  City  State  Zip Code

Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_

Driver's License Number \_\_\_\_\_

I acknowledge the arrests and convictions listed below (date, location, and offense):

I authorize the School District of Benton to process my application as a prospective employee/volunteer by reviewing my personal and professional background. I understand and agree that a full and complete examination of my professional and personal history is necessary to a complete assessment of my character, fitness, skill, and ability to successfully perform the functions for which I am applying. I consent to having the School District of Benton and its agents conduct a full and complete background check including, but not limited to, contacts with and/or inspection of previous employers, supervisors, and co-employees, law enforcement records, driving records, court records, personal contacts, professional contacts and associations, personal and professional references, academic institutions and personnel, and any and all other potential sources of information which may, in the discretion of District personnel, be relevant to my candidacy.

I do freely consent to such inquiries being conducted and, as such, do hereby agree to waive and forever release and discharge the District, its present and former agents, assigns, and subsidiaries of any and all claims, demands, damages, actions, and causes of action of whatever kind or nature that might otherwise arise out of such inquiries, including, but not limited to, matters arising at law, in equity, under the District's policies, procedures, contracts, practices or any other written instruments, standards, or protocols, or in State or Federal agencies, courts, or other tribunals of competent jurisdiction, without limitation.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## PERSONAL STATEMENT

Prepare a hand written statement to include any experience or talent which in your estimation will contribute to your success in the position for which you are making application, such as: Scholastic distinctions, travel, community service or activities, foreign language skills, musical or artistic talent, athletic achievements, coaching, journalism, dramatics, etc.

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

If any misrepresentation has been made by me, any offer of employment may be withdrawn or my employment may be terminated immediately.

Signature \_\_\_\_\_

Date \_\_\_\_\_

The School District of Benton is an equal opportunity employer and does not discriminate on the basis of age, race, creed, color, handicap, marital status, sex, national origin, ancestry, sexual orientation, arrest record, conviction record, or membership in the national guard, state defense force or any other reserve component of the military forces of Wisconsin or the United States.