

Date Application Received	Date Application Acknowledged	Date Reference Sent	Interview Scheduled	Interview Completed	Code

RETURN TO:

SUPERVISOR OF HUMAN RESOURCES
TAZEWELL COUNTY PUBLIC SCHOOLS
209 W. FINCASTLE TURNPIKE
TAZEWELL, VA 24651

PH: (276)988-5511
FAX: (276)988-6765

POSITION APPLIED FOR:

1st Choice: _____

2nd Choice: _____

3rd Choice: _____

SS# _____ - _____ - _____

CLASSIFIED APPLICATION FOR EMPLOYMENT

NAME: _____
(Last) (First) (Middle)

ADDRESS: _____
(P.O. Box or Street) (City) (State) (Zip)

TELEPHONE NO.: (____) _____

EDUCATIONAL AND PROFESSIONAL TRAINING

Name of School(s) Attended:	Location	Dates Attended	Degree/Diploma of Credits Received	Number of
College:				
Secondary:				
Elementary:				
Other:				

WORK EXPERIENCE

(WORKED)

NAME, ADDRESS & PHONE # OF FIRM	POSITION	FROM: MO/YR	TO: MO/YR

List number of days absent last year due to illness: _____

Reason for leaving previous employment: _____

Why do you wish to make a change, if presently employed? _____

Would you accept any position for which you are qualified? YES _____ NO _____

Effective date you can begin working: _____

Please list any talents and/or skills you possess that would assist you in the position for which you are applying:

REFERENCES

Please list name and complete address of all references. Please include a character reference, supervisor, or individual who assisted in your training. If you have attached a resume with your application with references listed, Please indicate below:

Name, Address & Phone Number	Position/Title
1. _____	
2. _____	
3. _____	
4. _____	

Have you ever been convicted of a felony and/or violation of the law other than a traffic violation? YES ___ No ___
If you answered YES, please explain: _____

I hereby assert that the information given in this application is true and accurate to the best of my knowledge.

DATE

SIGNATURE

Tazewell County Public Schools does not discriminate on the basis of gender, race, color, national origin, age, or condition of handicap in its employment practices.