



HEARTLAND SPECIAL EDUCATION COOPERATIVE

PO Box 3336 Early, TX 76803

TEL: 325-643-4813 FAX: 325-643-6403

APPLICATION FOR EDUCATIONAL AIDE/SUPPORT STAFF

HeartLand Coop is an Equal Opportunity Employer (EOE). Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, disability or veteran status.

PERSONAL DATA	Date of Application: _____ Social Security Number: _____ Name: _____ Address: _____ City/State/Zip: _____ E-mail Address: _____ Primary Phone: _____ Other Phone: _____ Other name used on records (if different from present name): _____																																	
POSITION DATA	Check the position(s) for which you are applying <input type="checkbox"/> Instructional Aide <input type="checkbox"/> Secretary <input type="checkbox"/> Specialist: _____																																	
POSITION DATA	Check all grade levels for which you would like to be considered <input type="checkbox"/> Pre-K <input type="checkbox"/> K-2 <input type="checkbox"/> 3-5 <input type="checkbox"/> 6-8 <input type="checkbox"/> 9-12																																	
CERTIFICATION	List all applicable certifications <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">Certifications</th> <th style="width: 10%;">State</th> <th style="width: 20%;">Date of Expiration</th> <th style="width: 35%;">Areas and/or Grades covered</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>				Certifications	State	Date of Expiration	Areas and/or Grades covered																										
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OTHER WORK EXPERIENCE	Other work experience (please list most recent experience first)				
	Name and Location of company	Dates	Position	Supervisor Contact Information	Reason for Leaving
PROFESSIONAL REFERENCES	List professional references including superintendents, principals, or supervisors who have knowledge of your character, personality, scholarship, and professional abilities. (Attach resume if desired; however, "See Resume for References" is not acceptable on application.)				
	Reference Name			Contact Information	
ADDITIONAL INFORMATION	List honors, special awards, or positions attained in school or professionally that may relate to the position being				
	List professional, civic, service organizations, etc. in which you participate that may relate to the position being				
	<small>Crimes involving moral turpitude are those that involve dishonesty, deliberate violence, or immorality/indelicacy. Charge or conviction of a crime is not an automatic bar to employment. The district will review the nature of the offense, the date of offense, and the relationship between the offense and the position for which the person is applying before making a determination concerning impact upon consideration of employment.</small>				
	Have you ever been convicted of any crime involving moral turpitude, reckless violence or endangerment, or drugs or alcohol, or of any felony?				
<input type="checkbox"/> No <input type="checkbox"/> Yes If Yes, please explain: 					
Do you have a relative that is a member of the Board of Trustees of any of the following entities?					
HeartLand Special Education Coop, Bangs ISD, Blanket ISD, Brooksmith ISD, Early ISD, Santa Anna ISD, Zephyr ISD					
<input type="checkbox"/> No <input type="checkbox"/> Yes If Yes, please list name and relationship: _____					
Briefly state your reasons for seeking employment with HeartLand Coop					

I hereby certify that all information provided in this application is true and accurate to the best of my knowledge, and I 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 this application to give HeartLand Coop 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 same to HeartLand Coop.

I understand that HeartLand Coop is required by Texas Education Code Section 21.917 to obtain criminal history record information on all applicants selected for employment. I authorize any law enforcement agency, including, but not limited to, any police department of the Department of Public Safety as well as the Texas Department of Corrections to furnish HeartLand Coop any such record.

This application with all inclusions becomes the property of HeartLand Special Education Cooperative. HeartLand Coop reserves the right to accept or reject it. This application shall be considered active for a period of time not to exceed one year. It must be renewed if further consideration is desired.

Applicant Name

Date

Return this application and any pertinent documents as E-mail attachments to:

earlyisd@earlyisd.net

Return this application and any pertinent documents through standard mail to:

Director, HeartLand Special Education Cooperative

PO Box 3336

Early TX 76803



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