

LOUISE INDEPENDENT SCHOOL DISTRICT
408 2nd Street
Louise, Texas 77455
979-648-2982

EMPLOYMENT APPLICATION FOR CUSTODIAL/MAINTENANCE PERSONNEL
 An Equal Opportunity Employer*

Date of Application _____				
Personal Data	Name _____ <i>Last First Middle</i>			
	Current Address _____ <i>Street/Box City State ZIP Code</i>			
	Other address where you may be reached _____			
	Home Phone _____ Cell Phone _____ Other _____			
	Other name that may appear on records _____ <i>Used for certification, records, and criminal history record checks</i>			
Position Data	List the position for which you are applying _____			
	Credentials included with application: Full Time Part Time Substitute Summer Only			
	Date you can begin work _____			
	Have you been employed by Louise ISD in the past? Yes No If you answered yes, provide dates of employment _____			
Education/Training	Name and location of schools attended	Course of study and major/minor	Diploma, degree, certificate, or license granted	Year graduated

EMPLOYMENT APPLICATION FOR PARA PROFESSIONAL PERSONNEL

Work Experience	List Work experience beginning with most recent years				
	Name and location of school or business		Name and location of school or business		
	Type of assignment		Type of assignment		
	Dates Employed		Dates Employed		
	Supervisor's name and phone		Supervisor's name and phone		
	Reason for leaving		Reason for leaving		
	Name and location of school or business		Name and location of school or business		
	Type of assignment		Type of assignment		
	Dates Employed		Dates Employed		
	Supervisor's name and phone		Supervisor's name and phone		
Reason for leaving		Reason for leaving			
References	Please list references the district can contact regarding your work history				
	Full name	School or Business	Mailing Address	Position/Title	Area Code/Phone

DPS Computerized Criminal History (CCH) Verification (AGENCY COPY)

I, _____, have been notified that a Computerized Criminal History (CCH) verification check will be performed by accessing the Texas Department of Public Safety Secure Website and will be based on name and DOB information I supply.

APPLICANT or EMPLOYEE NAME (Please print)

Because the name based information is not an exact search and only fingerprint record searches represent true identification to criminal history, the organization conducting the criminal history check for background screening is not allowed to discuss any criminal history record information obtained using name and DOB method. Therefore, the agency may request that I have a fingerprint search performed to clear any misidentification based on the result of the name and DOB search.

For the fingerprinting process I will be required to submit a full and complete set of my fingerprints for analysis through the Texas Department of Public Safety AFIS (Automated Fingerprint Identification System). I have been made aware that in order to complete this process I must make an appointment with L1 Enrollment Services, submit a full and complete set of my fingerprints, request a copy be sent to the agency listed below, and pay a fee of \$24.95 to the fingerprinting services company, L1 Enrollment Services.

Once this process is completed and the agency receives the data from DPS, the information on my fingerprint criminal history record may be discussed with me.

(This copy must remain on file by your agency. Required for future DPS Audits)

Signature of Applicant or Employee

Date of Birth

Date of Application

Agency Name: Louise ISD

Agency Representative (Please Print)

Signature of Agency Representative

Date

**Agency Use Only:
Please check and Initial Each Space**

CCH Report Printed: Y N ____

Purpose of CCH: Pre-Employment

Hire Not Hired ____

Date of Inquiry: _____

Retain in your files