

# Grundy Center Community School – Grundy Center, Iowa 50638

## APPLICATION FOR CLASSIFIED STAFF POSITION

Application for the Position of: \_\_\_\_\_

<p><b>TO THE APPLICANT:</b></p> <p>Answer each question accurately and in detail. Please sign the completed application. Do not make a personal application until invited to do so.</p>	<p><b>RETURN APPLICATION TO:</b></p> <p>Superintendent of Schools Grundy Center Community School Administration Building 1301 12<sup>th</sup> Street Grundy Center, Iowa 50638 Superintendent's Phone: 319-825-5418</p>
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**PERSONAL INFORMATION**

Name in Full \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_

Permanent Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Present Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phones: Home \_\_\_\_\_ Cell \_\_\_\_\_

**EDUCATIONAL PREPARATION:** Please use only one line for each Institution attended—  
Attach additional sheets if there is insufficient space.

	Name and Place	Dates	Grades Completed	Diploma or Degree Earned
Elementary School				
High School				
College or University				
Trade or Technical School				

**WORK EXPERIENCE:** List three most recent employers in chronological order with the most recent employment listed last. Other employment may also be listed.

Dates	Name & Location of Employer	Type of Work	Salary
From                      To			

**Special Experience:** Please explain in detail any special work experience listed in the work experience section which you feel will benefit you in the position for which you are applying.

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**WORK REFERENCES:** Please give the name and address of three persons acquainted with your work.

Name	Address	Phone No. If Available

**CHARACTER REFERENCES:** Please list at least two who have known you within the last seven years.

1. \_\_\_\_\_
2. \_\_\_\_\_

List specific qualifications you feel you have for the position for which you are applying.

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Why do you want this position? \_\_\_\_\_

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**INFORMATION REGARDING PERSONAL APPLICATION**

1. When would be the most convenient time for you to make personal application? \_\_\_\_\_
2. List phone, address, and time when you can be most easily reached: Phone \_\_\_\_\_  
Address: \_\_\_\_\_ Time of Day \_\_\_\_\_  
Date \_\_\_\_\_ Signature \_\_\_\_\_