

**AOS 98/Rocky Channels School System**  
**51 Emery Lane**  
**Boothbay Harbor, ME 04538**  
**(207) 633-2874**

Boothbay ~ Boothbay Harbor ~ Edgecomb ~ Georgetown ~ Southport

AOS 98 does not discriminate in the operation of its educational and employment policies and will honor all appropriate laws relative to discrimination.

**APPLICATION FOR SUPPORT STAFF POSITION**

Education Technician, Secretary, Coach, Bus Driver, Custodian, Food Service, Tutor

**I. POSITION APPLYING FOR:** \_\_\_\_\_

**II. PERSONAL INFORMATION**

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

Mailing

Address: \_\_\_\_\_  
Town State Zip Code

Birth date: \_\_\_\_/\_\_\_\_/\_\_\_\_ for background check

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

**III. EDUCATION**

List high school you attended. List schools attended after high school.

School Attended	Town and State	Number of Yrs. Attended	Graduated? Degree
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**IV. SPECIAL SKILLS IF APPLICABLE**

**A. Education Technician Applicants**

1. Do you have Ed. Tech I, II, or III certification? Yes \_\_\_ No \_\_\_

**B. Bus Driver Applicants**

1. Do you have a Maine Driver's License? Yes \_\_\_ No \_\_\_

2. Do you have Maine School Bus License? Yes \_\_\_ No \_\_\_

3. If yes, license number \_\_\_\_\_

**C. Coach or Clerical Applicants**

1. Do you have Coaching experience? Yes \_\_\_ No \_\_\_

2. Computer experience? Yes \_\_\_ No \_\_\_

3. What office machines are you familiar with? \_\_\_\_\_

D. What other special skills do you have or licenses do you hold that may be relevant to this position?

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**V. EMPLOYMENT EXPERIENCE (Not necessary for coaching or tutoring position)**

List all previous employment starting with the most recent job held. Account for any gaps in employment during the past ten years. Use Page 4, Section X if additional space is needed.

Dates Employed	Employer	Position	Duties
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**VI. BACKGROUND**

- A. Have you ever been disciplined, discharged, or asked to resign from a prior position? Yes \_\_\_ No \_\_\_
- B. Have you ever resigned from a prior position after a complaint had been received against you or your conduct was under investigation or review? Yes \_\_\_ No \_\_\_
- C. Has your contract in a prior position ever been non-renewed? Yes \_\_\_ No \_\_\_
- D. Have you ever been charged with or investigated for sexual abuse or harassment of another person? Yes \_\_\_ No \_\_\_
- E. Have you ever entered a plea of guilty or “no contest” (nolo contendere) to any crime (other than a minor traffic offense)? Yes \_\_\_ No \_\_\_
- F. Have you ever had a professional license or certificate suspended or revoked in any state, or have you ever voluntarily surrendered, temporarily or permanently, a professional license or certificate in any state? Yes \_\_\_ No \_\_\_
- G. Has any court ever deferred, filed or dismissed proceedings without a finding of guilty and required that you pay a fine, penalty or court costs and/or imposed a requirement as to your behavior or conduct for a period of time in connection with any crime (other than a minor traffic offense)? Yes \_\_\_ No \_\_\_
- H. FOR BUS DRIVER APPLICANTS ONLY:  
Have you ever been charged with a traffic offense or pleaded guilty or “no contest” (Nolo contendere) to a traffic offense? Yes \_\_\_ No \_\_\_

- I. If you answered **YES** to any of the previous questions, provide full details including court actions, date, offense in question, and the address of the court involved. Use page 4, Section X if additional space is needed. Conviction or other disposition of a crime is not necessarily an automatic bar to employment.

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**VII. REFERENCES**

List three references, two of whom are your most recent supervisors, who can comment on your ability and whom we may contact.

Name	Address	Position	Phone
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**VIII. AUTHORIZATION TO CHECK EMPLOYMENT HISTORY**

My signature below constitutes authorization to check my employment history, including, without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local or federal agency. I further authorize those persons, agencies or entities that AOS 98 contacts in connection with my employment application to fully provide AOS 98 with any information on the matters set forth above. I expressly waive in connection with any request for or provision of such information, any claims, including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against AOS 98, its agents and officials or against any provider of such information.

I understand that information submitted in and with this application may be disclosed to a screening and/or interviewing committee, which may include school committee members, administrators, other staff, and members of the community. I give my consent to this disclosure.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**All personnel who work for a school district are required to be fingerprinted by the Department of Education so that a Criminal History Background Check can be performed. If you have this certification, please attach a copy to the application.**

