

Employment Application for Bus Drivers

Tom Bean I.S.D.
P.O. Box 128
Tom Bean, TX 75489
An Equal Opportunity Employer*

Date of application _____			
Personal Data	Name _____		
	<i>Last</i>	<i>First</i>	<i>Middle initial</i>
	Current address _____		
	<i>Street/Box</i>	<i>City</i>	<i>State</i> <i>ZIP Code</i>
	Other address where you may be reached _____		
Home phone _____ Cell phone _____ Other phone _____			
Other name that may appear on records _____			
<i>(Used for certification, reference, and criminal history record checks)</i>			
Position Data	List the position(s) for which you are applying _____		
	Type of employment: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time		
	Date you can begin work _____		
	Have you been employed by Tom Bean I.S.D. in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	If you answered yes, provide dates of employment _____		
Special Skills	List specific skills, software proficiency, and any machines or equipment you can operate. Include number of years of experience.		
	1. _____	4. _____	
	2. _____	5. _____	
	3. _____	6. _____	
Work Experience	Please provide a complete list of all positions you have held in the past 10 years. List the most recent first. Attach additional sheets if necessary (bus driver applicants, see addendum). Attach résumé if available.		
	Employer name and location		Employer name and location
	Position/title held		Position/title held
	Dates employed		Dates employed
	Supervisor's name and phone		Supervisor's name and phone
	Reason for leaving		Reason for leaving

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Work Experience	Employer name and location		Employer name and location		
	Position/title held		Position/title held		
	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 of reference	School district/ firm name	Mailing address	Position/title	Area code/ phone number
Education/Training	List the highest level of education attained: _____				
	Licenses and certificates granted _____				

	Name and location of schools attended	Course of study and major/minor	Diploma, degree, certificate, or license granted		Year graduated <i>(College only)</i>

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General Information	<p>Do you have a relative who serves on the Board of Education or is an employee of Tom Bean ISD? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide the relative's name and relationship: _____</p> <p>_____</p> <p>Have you ever been convicted of, pled guilty or no contest (nolo contendere) to, or received probation, suspension, or deferred adjudication for a felony or any offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor)? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please state where, when, and the nature of the offense _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>(A felony conviction is not an automatic bar to employment. The district will consider the nature, date, and relationship between the offense and the position for which you are applying.)</p>
Verification	<p>I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge and understand that any deliberate falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.</p> <p>I authorize the references listed above to give you 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 the same to you.</p> <p>I understand that the district is required by Texas Education Code to review criminal history of applicants.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Signature _____ Date</p> <p>This application becomes the property of the district. The district reserves the right to accept or reject it. This application shall be considered active for one year. If you have not received a response during this time period, you may reapply or reactivate your application.</p>

**Applicants for all positions are considered without regard to race, color, national origin, religion, sex, marital status, veteran or military status, disability, or any other legally protected status*

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ADDENDUM FOR SCHOOL BUS DRIVER APPLICANTS

Each person who applies to be a bus driver must provide the following information at the time of application. Note: Bus drivers must pass a physical examination and drug test.

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Personal Data

Name _____ Phone number _____

Hours available for work _____ Driver's license number _____ Type _____

Do you have a Texas School Bus Driver Training Certificate?..... Yes No

Have you ever had a driver's license suspended, revoked, or cancelled? Yes No

If you answered yes, explain _____

Are there any criminal charges or proceedings pending against you? Yes No

If you answered yes, explain _____

Have you ever been convicted of, pled guilty or no contest (nolo contendere) to, or received probation, suspension, or deferred adjudication for any traffic violation? Yes No

If yes, state where, when, and the nature of the offense _____

In the past two years, have you failed an employer's alcohol or drug test? Yes No

If you answered yes, explain _____

Driving Experience

Provide your work history information for the past 10 years on all jobs for which you were a driver of a commercial motor vehicle. List the most recent experience first. Continue on another sheet if necessary.

Verification

I hereby affirm that all the 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 understand that the district is required by federal regulations to obtain alcohol and drug testing results from previous employers for two years prior to this application and required by Texas Education Code §22.0833 and Transportation Code §521.022 (f) to conduct a criminal history record check. Furthermore, I authorize the information I've provided to be used; authorize previous employers to be contacted for investigative purposes; and release all parties from any liability for damage that may result from furnishing information to you.

Signature

Date

Employment Application for Bus Drivers

CRIMINAL HISTORY RECORD INFORMATION AUTHORIZATION

I AUTHORIZE TOM BEAN INDEPENDENT SCHOOL DISTRICT TO OBTAIN COPIES OF ANY INFORMATION PERTAINING TO ANY CRIMINAL HISTORY RECORD MAINTAINED BY ANY LAW ENFORCEMENT AGENCY AND TO USE SAID INFORMATION FOR THE PURPOSE OF EVALUATING MY APPLICATION FOR EMPLOYMENT. INFORMATION SUPPLIED BELOW IS REQUIRED FOR THE LAW ENFORCEMENT AGENCY TO PROVIDE A COPY OF THE CRIMINAL HISTORY RECORD, AND INFORMATION OBTAINED UNDER THIS SECTION SHALL BE OBTAINED ONLY FOR EVALUATING APPLICANTS FOR EMPLOYMENT.

NAME _____
 LAST FIRST MIDDLE

MAIDEN NAME / OTHER LAST NAMES _____

ADDRESS _____

STATE _____ COUNTY _____

PREVIOUS ADDRESSES _____

STATE _____ COUNTY _____

SEX _____ SOCIAL SECURITY NUMBER _____

RACE _____ DATE OF BIRTH _____

SIGNATURE _____ DATE _____

WITNESS _____ DATE _____

{ }21.917 ACCESS TO POLICE RECORDS OF EMPLOYMENT APPLICANTS

- A SCHOOL DISTRICT IS ENTITLED TO OBTAIN CRIMINAL HISTORY RECORD INFORMATION THAT PERTAINS TO AN EMPLOYMENT WITH THE DISTRICT IF AT THE TIME OF THE REQUEST FOR THE INFORMATION, THE DISTRICT SUBMITS TO THE CUSTODIAN OF THE INFORMATION A SIGNED STATEMENT FROM THE EMPLOYMENT APPLICANT AUTHORIZING THE DISTRICT TO OBTAIN THE INFORMATION.
- A SCHOOL DISTRICT MAY OBTAIN INFORMATION UNDER THIS SECTION FROM ANY LAW ENFORCEMENT AGENCY, INCLUDING A POLICY DEPARTMENT OF CORRECTIONS.
- A SCHOOL DISTRICT MAY USE INFORMATION OBTAINED UNDER THIS ACTION ONLY FOR THE PURPOSE OF EVALUATING APPLICANTS FOR EMPLOYMENT. ADDED BY ACTS 1981 67TH LEG. P. 1867, CH. 444. EFF. AUG. 31, 1981. HOUSE BILL 1498, 71ST LEGISLATURE, AMENDED ABOVE SECTION OF TEXAS EDUCATION CODE 21,917 TO REQUIRE SCHOOL DISTRICTS TO OBTAIN A CRIMINAL HISTORY RECORD ON ALL APPLICANTS FOR EMPLOYMENT, UNLESS THE APPLICANT WAS INITIALLY CERTIFIED BY THE STATE BOARD OF EDUCATION IN THE YEAR PRECEDING THE DATE OF THE APPLICATION.