HARDY COUNTY SCHOOLS
APPLICATION FOR SERVICE PERSONNEL JOB POSTINGS
(To be completed by current, regularly employed Hardy County Schools Service Personnel)

Instructions: This form may be duplicated.

1. Please PRINT IN BLUE or BLACK INK or TYPE. Provide all information requested. Telephone numbers must be included. One request per vacancy.
2. Persons interested in applying for vacant positions with this form must be a full-time Hardy County Schools' Employee.
3. Return the completed form to the Central Office. It must be received on or before 4:00 p.m. of the deadline date. Applications will not be accepted by phone, but will be accepted by fax.
   LATE APPLICATIONS WILL NOT BE CONSIDERED.

Note: It is the responsibility of the applicant to present all relevant qualifications he/she may possess in connection with the position for which the application is received by the Personnel Office.

Section A (To be completed by all applicants.)

_____

Last Name First Name Social Security No.

_____

Address (Street) City State Zip Telephone No.

Present Position _____
Classification School/Location

Hardy County School Experience _____ Time in Grade _____

Are you currently employed pursuant to WV Code §18A-4-8a in a position for an employee on a leave of absence?
YES _____ NO _____

If yes, School/Location _____ Beginning Date of Hire _____

Other relevant qualifications _____
_____
_____

Section B (To be completed by all applicants.)

Position Requested _____
Advertised Position School/Location

If awarded this requested position, would you be required to supervise a spouse; parent; sibling; the spouse of a parent, sibling or child; or an individual with whom you have a relationship that would be regarded as a common law relationship?
YES _____ NO _____ (If yes, provide identities of individuals on a separate sheet.)
Do you have a spouse; parent; sibling; the spouse of a parent, sibling or child; or an individual with whom you have a relationship that would be regarded as a common law relationship, who serves in a position at or above the rank of principal or equivalent supervisory position? YES _____ NO _____ (If yes, provide identities of individuals on a separate sheet.)

Date: _____ Signature: _____

As required by federal laws and regulations, the Hardy County Board of Education does not discriminate on the basis of sex, color, race, religion, disability, age, and national origin in employment and in the administration of any of its educational programs and activities. Inquiries may be directed to the Title IX Coordinator, Hardy County Board of Education, 510 Ashby Street, Moorefield, WV 26836; or to the Section 504 Coordinator, Hardy County Board of Education, 510 Ashby Street, Moorefield, WV 26836; or to the State Elimination of Sex Discrimination Project Coordinator, (304) 558-2696, West Virginia Department of Education, Charleston, WV 25305; or to the U.S. Department of Education, Director of the Office of Civil Rights, (215) 596-6795.

Date Interviewed _____ Email Address: _____