

**MOUNT VERNON INDEPENDENT SCHOOL DISTRICT  
P. O. BOX 98 - MOUNT VERNON, TX 75457**

**EMPLOYMENT APPLICATION FOR SCHOOL BUS DRIVER APPLICANTS**

We consider applicants for all positions without regard to race, color, national origin, age, religion, sex, marital status, veteran or military status, disability, or any other legally protected status.

*An Equal Opportunity Employer*

<b>Personal Data</b>	Date of application _____																						
	Name _____ <small style="margin-left: 100px;">Last</small> <small style="margin-left: 150px;">First</small> <small style="margin-left: 150px;">Middle initial</small>																						
	Current address _____ <small style="margin-left: 150px;">Street/Box</small> <small style="margin-left: 150px;">City</small> <small style="margin-left: 100px;">State</small> <small style="margin-left: 100px;">ZIP Code</small>																						
	Other address where you may be reached _____																						
	Work phone _____ Home phone _____																						
	Other name that may appear on records _____ <small>(Used for certification, reference, and criminal history record checks)</small>																						
<b>Position Data</b>	List the position(s) you are applying for _____																						
	Type of employment: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Summer only																						
	Date you can begin work _____																						
	Have you been employed by _____ ISD in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No																						
If you answered yes, provide dates of employment _____																							
<b>Education/Training</b>	Check the highest level of education attained:																						
	<input type="checkbox"/> Not a high school graduate (circle last grade completed) 1 2 3 4 5 6 7 8 9 10 11																						
	<input type="checkbox"/> High school graduate <input type="checkbox"/> GED <input type="checkbox"/> Less than two years of college																						
	<input type="checkbox"/> Two or more years of college <input type="checkbox"/> Bachelor's degree																						
	<input type="checkbox"/> Master's degree <input type="checkbox"/> Other training or education _____																						
	Licenses and certificates held _____																						
	_____																						
	_____																						
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<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:30%;">Name and location of schools attended</th> <th style="width:25%;">Course of study and major/minor</th> <th style="width:30%;">Diploma, degree, certificate, or license held</th> <th style="width:15%;">Year graduated <small>(College only)</small></th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>				Name and location of schools attended	Course of study and major/minor	Diploma, degree, certificate, or license held	Year graduated <small>(College only)</small>																
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## EMPLOYMENT APPLICATION FOR SCHOOL BUS DRIVER APPLICANTS

<b>Work Experience</b>	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 and location	Position/title	Dates employed	Reason for leaving					
<b>Special Skills</b>	List specific skills and any machines or equipment you can operate. Include typing speed and number of years of experience.								
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">1. _____</td> <td style="width: 50%;">4. _____</td> </tr> <tr> <td>2. _____</td> <td>5. _____</td> </tr> <tr> <td>3. _____</td> <td>6. _____</td> </tr> </table>				1. _____	4. _____	2. _____	5. _____	3. _____	6. _____
1. _____	4. _____								
2. _____	5. _____								
3. _____	6. _____								
<b>General Information</b>	<p>Do you have a relative who serves on the _____ ISD Board of Education?  <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide the relative's name and relationship: _____          _____</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><small>(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.)</small></p>								

## EMPLOYMENT APPLICATION FOR SCHOOL BUS DRIVER APPLICANTS

<b>References</b>	Please list references the district can contact regarding your work history. Please include all managers and supervisors who evaluated or supervised your performance at your last two employers.				
	Full name of reference	School district/ firm name	Mailing address	Position/title	Area code/ phone number
<b>Verification</b>	<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 authorized by Texas Education Code §22.083 to obtain criminal history record information on applicants the district intends to employ.</p> <div style="text-align: center; margin-top: 20px;"> <span style="margin-right: 150px;">_____</span> <span>_____</span> </div> <div style="text-align: center; margin-top: 5px;"> <span style="margin-right: 150px;">Signature</span> <span>Date</span> </div> <p style="margin-top: 20px;">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 _____ months. If you have not received a response during this time period, you may reapply or reactivate your application.</p>				

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P. O. BOX 98 - MOUNT VERNON, TX 75457**

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**EMPLOYMENT APPLICATION 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.

*An Equal Opportunity Employer*

**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 \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## EMPLOYMENT APPLICATION FOR SCHOOL BUS DRIVER APPLICANTS

### 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.

Employer address and phone	Kind of work	Dates employed	Reason for leaving

### 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 §22.084 and Transportation Code §521.022 (f) to conduct a criminal history record check.

Furthermore, I authorize the information I've provided to be used; 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

Independent School District

P. O. Box 98  
Mount Vernon, Texas 75457

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OFFICE OF THE SUPERINTENDENT

Phone: (903) 537-2546 FAX: (903) 537-4784

**Criminal History Record Information Addendum**

**Confidential\***

The Mount Vernon Independent School District is required by state law to obtain criminal history record information on applicants for employment with the district (Texas Education Code Section 22.083). The information requested below is necessary to obtain criminal history record information.

**PLEASE PRINT**

NAME: Last First Middle

Social Security No. Date of Birth

Sex:  Male  Female Ethnicity:  Black  White Other

I understand the information I am providing about age, sex, and ethnicity will not be used to determine eligibility for employment, but will be used *solely* for the purpose of obtaining criminal history record information.

SIGNATURE: DATE:

\*This form will be removed from the application and filed separately in the personnel office.