

Obion County Schools

1700 N. Fifth St.

Union City, TN 38261

Phone: 731.885.9743

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The Obion County Board of Education does not discriminate against any person because of race, color, creed, religion, sex, age, handicap, or national origin in recruitment, training, hiring, discharge, promotion, or any condition or privilege of employment.

SUBSTITUTE SUPPORT APPLICATION FOR EMPLOYMENT

This application will not be considered unless completed in its entirety.

Date _____

Name _____ Social Security Number _____

Present Address _____
Street City State Zip

Telephone Number _____ Cell or Alternate Number _____

1. Do you have a high school diploma or GED? Yes _____ No _____

2. Please put a check beside each of the following positions in which you would be willing to substitute:

_____ Custodian _____ Bus Driver _____ Cafeteria

3. Please put a check beside each of the following schools in which you would be willing to substitute:

_____ Black Oak Elementary-Hornbeak, TN _____ Hillcrest Elementary-Troy, TN
_____ Lake Road Elementary-Union City, TN _____ Ridgemont Elementary-Union City, TN
_____ South Fulton Elementary-South Fulton, TN _____ South Fulton Middle/High-South Fulton, TN
_____ Obion County Central High-Troy, TN

9. Are there days during the week that you would be UNAVAILABLE to work? Yes _____

If yes, please list days. _____ No _____

REFERENCES

Please list three references

Name & Title	Address	Phone

EDUCATIONAL BACKGROUND

Name and Location of Schools Attended	Dates: From/To	Degrees	Major Subject
Elementary			
High School			
College			
Other (Specify)			

EMPLOYMENT EXPERIENCE

Please list last position first.

Name, Address, Phone	Description of Work	Dates Employed From/To	Reason for Leaving

MILITARY SERVICE RECORD

Were you in the U.S. Armed Forces? Yes _____ No _____ What Branch? _____

Dates of Duty: From _____ to _____ Rank at discharge? _____

List duties in the service including special training: _____

Please Read Carefully Before Signing Application

Please read carefully and answer the following questions before you sign your complete application for employment in the Obion County School System.

1. Do you understand that if employed as a substitute, the Director of Schools may assign you to a specific position as the need requires if you have applied as a teacher AND support personnel? Yes _____ No _____
2. Are you a citizen of the United States? Yes _____ No _____
3. Do you have any contagious disease which may endanger the health of school children? Yes _____ No _____

I hereby apply for employment as a substitute _____ in the named school system on this day _____ of _____ 200 _____.

I hereby acknowledge that I must submit to a background check that will go through the TBI, FBI, Department of Children Services, Vulnerable Person's Registry, and the State's Sex Offender Registry for employment in the Obion County School System.

Please check one of the following:

_____ I hereby certify that **I HAVE NOT** been convicted of a misdemeanor or a felony in any state of the United States.

_____ I hereby certify that **I HAVE** been convicted of a misdemeanor or a felony in any state of the United States.

If "HAVE" is indicated, please explain fully the details of each such conviction on a separate sheet of paper

All new employees, certified and classified, including substitute teachers, will be required to submit a Criminal History Record Information's check to be completed by the TBI and FBI. Employment will be contingent on receiving a satisfactory report. This process usually takes 2-4 weeks.

Knowingly falsifying information required by 49-5-406 (a) (1) shall be sufficient grounds for termination of employment and shall constitute a Class A misdemeanor which must be reported to the District Attorney for prosecution. The accuracy of such information may be verified by fingerprints and criminal history record check conducted by the TBI pursuant to 49-5-413 (a). The provisions of 49-5-406 (a) (1) shall not be construed or implemented to compel disclosure of a parking or moving traffic violation if the maximum sanction provided by law for such violation does not include a period of confinement.

The information given herein is true to the best of my knowledge.

Signature