



# LONGVIEW INDEPENDENT SCHOOL DISTRICT

1301 E. Young St - PO Box 3268 - Longview, TX 75606  
 903-381-2200 - Fax 903-381-2286  
 Jobs Line: 903-236-9573 or 1-888-394-2932

## MAINTENANCE APPLICATION

Applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or the presence of a non-job-related medical condition or handicap. An Equal Opportunity Employer

<b>PERSONAL DATA</b>	Last Name			First Name			MI		
	Address						E-mail Address		
	City			ST		Zip			
	Home Telephone				Business/Office Telephone				
	Date Available for Employment				Date of Application				

<b>POSITION INFORMATION</b>	I wish to be considered as a substitute at the level checked:								
	Custodian			Carpenter					
	Yard Crew			Painter					
	Electrician			A/C Technician					
	Other (Specify) _____			_____					
If there is not a permanent position available, would you want your name to be included on a substitution worker list?									
Yes			No						
Have you filed an application with the Longview Independent School District before?									
Yes			No						
If yes, give date _____ Position applied for _____									
<i>Note: This application will remain on file for the current school year only. If you want to be considered for employment the next school year, you will need to file another application.</i>									

*Begin with most recent*

<b>WORK HISTORY</b>	Dates Employed From/To (MM-YY)	Name of Employer	Type of Job	Reason for Leaving	Immediate Supervisor

**GENERAL INFORMATION**

Do you have a relative who is either a member of the Longview Independent School District Board of Education or who is employed in any capacity in the Longview ISD?

Yes \_\_\_\_\_ No \_\_\_\_\_  
 If yes, give name \_\_\_\_\_ relationship \_\_\_\_\_

*Moral turpitude is an act of baseness, vileness or depravity in the private and social duties which a person owes another member of society or society in general and which is contrary to the accepted rule of right and duty between persons, including, but not limited to, theft, attempted theft, murder, rape, swindling and indecency with a minor.*

Have you ever been convicted of a felony or any offense involving moral turpitude?

Yes \_\_\_\_\_ No \_\_\_\_\_  
 If yes, please explain \_\_\_\_\_

Have you ever been convicted of a felony or any offense involving moral turpitude deferred pending completion of a probationary period?

Yes \_\_\_\_\_ No \_\_\_\_\_  
 If yes, please explain \_\_\_\_\_

Have you ever been asked to resign or been discharged through due process from any position; teaching or otherwise?

Yes \_\_\_\_\_ No \_\_\_\_\_  
 If yes, please explain \_\_\_\_\_

List any additional information you think would be helpful concerning your knowledge, skills, and experience related to the job for which you are applying:

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

*Note: Conviction of a crime is not an automatic bar to employment. The district will consider the nature of the offence, the date of the offence, and the relationship between the offense and the position for which you are applying.*

**WORK REFERENCES**

Please list below references that may be contacted regarding your work history. (If more space is needed please attach another sheet of paper.)

School District/Firm Name	Mailing Address	Area Code/Phone Number	Immediate Supervisor	Dates Employed

Longview Independent School District  
Notice  
Drug-Free Schools and Drug-Free Workplace Requirements

Longview ISD prohibits the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, illicit drug, inhalant, and alcohol, as those terms are defined in state and federal law, in the workplace, on school premises, or as part of any of the Longview ISD's activities.

Employees who violate this prohibition shall be subject to disciplinary sanctions. Such sanctions may include referral to drug and alcohol counseling or rehabilitation programs or employee assistance programs, termination from employment with LISD, and referral to appropriate law enforcement officials for prosecution.

Compliance with these requirements and prohibitions is mandatory and is a condition of employment. As a further condition of employment, an employee shall notify Longview ISD of any criminal drug statute conviction the employee incurs for a violation in the workplace no later than five days after such conviction.

Within 30 calendar days of receiving notice from any source of a conviction for any drug statute violation occurring in the workplace, Longview ISD shall either (1) take appropriate personnel action against the employee, up to and including termination of employment or referral for prosecution or (2) require the employee to participate satisfactorily in a drug and alcohol abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health agency, law enforcement agency, or other appropriate agency.

(This notice complies with notice requirements imposed by the federal Drug-Free Workplace Act [20 U.S.C. 3471, 1221e-3(a) (1) and 34 CFR 85.630] and notice requirements imposed by the federal Drug-free Schools and Communities Act Amendments of 1989 [20 U.S.C. 3224a and 34 CFR 86.201].)

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

VERIFICATION

I hereby affirm that the information presented 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.

I authorize the references listed on the previous page 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.

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.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Initial Here: \_\_\_\_\_ By typing my initials in capital letters I certify that, to the best of my knowledge, the information provided on this application is correct.

This application becomes the property of Longview Independent School District. The district reserves the right to accept or reject it. This application shall be considered active for one-year and inactive for one-year. If you have not received a response during this time period, you may reapply or reactivate your application.

**Please Return To:**

Longview ISD  
Human Resource Department  
PO Box 3268  
Longview, TX 75606  
Phone: 903-381-2200  
Fax: 903-381-2286

or

Click the "Save Changes" button below to continue your application online.