



**St. Martin Parish School Board
P. O. Box 859
St. Martinville, LA 70582
337-394-6261/337-332-4501
Richard Lavergne, Superintendent**

**Return to:
Lottie Beebe
Director of Human
Resources**

Date: _____

APPLICATION FOR PARAPROFESSIONAL EMPLOYMENT

PERSONAL

Name: Social Security
Last First Middle

Present Address
Street or P. O. Box City State Zip

Position(s) applied for: **Bus Operator** **Lunchroom**
Check (✓) the appropriate box(s) **Custodian** **Maintenance**
Teacher Aide **Clerical**
LPN Aide **Other**

Telephone Number: _____ Date of Birth: _____

School Board District: _____ Name of Spouse: _____

Would you work: Full Time Part-time Substitute

Available for work as of _____

Record of Education						
SCHOOL	NAME AND ADDRESS	CIRCLE LAST YEAR COMPLETED				GRADUATION DATE
Elementary		5	6	7	8	XXXXXXXXXXXXXXXXXX
High School		9	10	11	12	
College		1	2	3	4	
Other (Specify)		1	2	3		

NOTE: This application is valid for one year only. At the end of this period if you wish to reconsider, please inform us.

Record of Employment:

List below all present and past employment, beginning with the most recent.

Record of Employment					
Name & Address of Company & Type of Business	From: Month/Year	To: Month/Year	Type of Work	Reasoning for Leaving	Name of Supervisor

May we contact the employer(s) listed? Yes No

REFERENCES (not former employers or relatives)		
Name and Occupation	Address	Phone Number

Are you immediately related to a Board Member? _____

Complete for the area(s) that you are applying:

I. Teacher Aide, Clerical: Knowledge of Filing Bookkeeping Typing Office Practice

II. Bus Driver: Are you a certified bus driver (CDL)? Yes No
 CDL Number: _____

Are you willing to make extra trips during school hours? Yes No

Are you willing to make extra trips after school hours? Yes No

III. Lunchroom Worker: Position for which you are applying:

Manager Asst. Manager Worker

Presently employed in the school program? Yes No

Have you ever substituted in the school lunch program? Yes No

Where? _____

READ CAREFULLY BEFORE SIGNING

I hereby certify that all statements in this application are true and I understand that any misstatement of material fact herein will cause forfeiture on my part of all rights of employment with the St. Martin Parish School Board.

Signature

Date

<p>Eligibility for employment under the St. Martin Parish School Board is established under law without regard to race, color, religion, sex, disability, or national origin.</p>
