

# Rio Brazos Education Cooperative

## Addendum for School Bus Driver Applicants Only

We consider applicants for all positions without regard to race, color, national origin, age, religion, sex, marital or veteran status, the presence of a medical condition, disability, or any other legally protected status.  
*An Equal Opportunity Employer*

<b>PERSONAL DATA</b>	<p>Applicant's Name _____  <div style="display: flex; justify-content: space-around; width: 100%; font-size: small;"> <span><i>Last</i></span> <span><i>First</i></span> <span><i>Middle Initial</i></span> </div> </p> <p>Telephone No. _____ Hours Available for Work _____</p> <p>Driver's License No. _____ Type _____ School Bus Certification? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Have you ever had a license suspended, revoked, or cancelled? <input type="checkbox"/> Yes <input type="checkbox"/> No          If yes, explain on back.</p> <p>Are any criminal charges or proceedings pending against you? <input type="checkbox"/> Yes <input type="checkbox"/> No          If yes, explain on back.</p> <p>Have you ever been convicted of any serious traffic violation? <input type="checkbox"/> Yes <input type="checkbox"/> No          If yes, state where, when, and the nature of the offense on the back of this page.</p>
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<b>WORK</b>	<p>Specify 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. Use back side if necessary.</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 30%;">Employer and Mailing address</th> <th style="width: 25%;">Position/Title</th> <th style="width: 20%;">Dates Employed</th> <th style="width: 25%;">Reason for Leaving</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> <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>	Employer and Mailing address	Position/Title	Dates Employed	Reason for Leaving																																
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<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 I 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>Furthermore, I authorize this information provided above to be used, and previous employers may be contacted for investigation purposes, and that all parties are released from any liability for any damage that may result from furnishing information to you.</p> <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="text-align: center;">             _____  <i>Signature of Applicant</i> </div> <div style="text-align: center;">             _____  <i>Date</i> </div> </div>
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Please provide a complete listing of all other jobs or administrative positions you have held in the past 10 years. Attach additional sheets if necessary. Please attach resume, if available.

School District/ Firm Name	Position/ Title	Dates Employed	Reason for Leaving

**SPECIAL SKILLS**

List specific skills and/or any machines or equipment you can operate. Include typing speed and number of years experience.

- 1. \_\_\_\_\_ 4. \_\_\_\_\_
- 2. \_\_\_\_\_ 5. \_\_\_\_\_
- 3. \_\_\_\_\_ 6. \_\_\_\_\_

**GENERAL INFORMATION**

Do you have a relative who is a member of the West ISD Board of Education?

If yes, please give the name of relative and relationship. \_\_\_\_\_

Yes

No

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you ever been convicted of a felon or offense involving moral turpitude? (including, but not limited to: theft, rape, murder, swindling, and indecency with a minor)

If yes, please state where, when, and the nature of the offense. \_\_\_\_\_

Yes

No

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Conviction of a felony is not an automatic bar to employment. The Cooperative will consider the nature, date, and relationship between the offense and the position for which you are applying.)

REFERENCE

Please list below references who may be contacted regarding your work history. Please include all managers/supervisors at the last two employing organizations who evaluated or supervised your performance.

Full Name of Reference	School District/ Firm Name	Mailing Address	Position/ Title	Area Code/ Phone No.

VERIFICATION

I hereby affirm that all information provide in this application is true and accurate to the best of my knowledge, and understand that nay 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 same to you.

I understand that the district is required by Texas Education Code § 21.917 to obtain criminal history record information on applicants selected for employment.

This application becomes the property of the cooperative. The cooperative reserves the right to accept or reject it. This application shall be considered active for a period of time not to exceed 365 days. Any applicant wishing to be considered for employment beyond this time period may inquire as to whether or not applications are being accepted at that time.

\_\_\_\_\_

*Signature of Applicant*

\_\_\_\_\_

*Date*

# Rio Brazos Education Cooperative

## Drug-Free Policy Form

All employees are required to read the Rio Brazos Education Cooperative's policy concerning the drug-free workplace. Employees are also required to sign and detach the form following the policy statement. The signed form will be placed in the employee's personnel folder.

The following policy is from the Rio Brazos Education Cooperative policy manual:

### 3.29 DRUG FREE WORKPLACE

- 3.29-1 Possession, use, distribution or being under the influence of illicit drugs or alcohol is prohibited at the RBEC, or any school facility and/or at any school/RBEC function of activity.
- 3.29-2 Employees who violate this prohibition will be subject to immediate dismissal from employment and possible referral for prosecution.
- 3.29-3 Compliance with these provisions and prohibition is a mandatory condition of employment.
- 3.29-4 Drug and alcohol counseling, rehabilitation and re-entry programs are available to employees. A list of such programs is available upon request to the Coordinator, Drug-Free Schools Program.
- 3.29-5 The RBEC will review its Drug-Free workplace policy annually.
- 3.29-6 All RBEC buildings are smoke-free.

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### Drug-Free Policy Signature Form

I have read the drug-free policy for Rio Brazos Education Cooperative and will abide by the policy set forth by this organization.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date