

**STAFF APPLICATION FORM  
MORRIS ELEMENTARY SCHOOL DISTRICT #54**

Name \_\_\_\_\_ Date \_\_\_\_\_

Present Address \_\_\_\_\_ Phone \_\_\_\_\_  
\_\_\_\_\_

Permanent Address \_\_\_\_\_ Phone \_\_\_\_\_  
\_\_\_\_\_

Position Desired: 1. \_\_\_\_\_ 2. \_\_\_\_\_

**Education:**

| College or University | Degree or Semester Hours | Date of Last Attendance |
|-----------------------|--------------------------|-------------------------|
|                       |                          |                         |
|                       |                          |                         |

Certificates Held: \_\_\_\_\_  
Type
Number
Type
Number

| Teaching/Work Experience: | Position | Dates of Employment |
|---------------------------|----------|---------------------|
|                           |          |                     |
|                           |          |                     |

References: Please request that your college or university send transcripts and credentials. If you have no credentials on file, please list below three references who have observed and know your work.

| Name | Address | Position |
|------|---------|----------|
|      |         |          |
|      |         |          |

I hereby certify that the facts set forth in this application for employment are true, accurate, and complete. I understand that any misrepresentations or omission of fact made by me on this application shall be sufficient cause for my disqualification for employment or termination of employment. Furthermore, I understand that, pursuant to Section 22-6.5 of The School Code, 105 ILCS 5/22-6.5, my failure to provide requested employment or employer history which is material to my qualification for employment or the provision of statements which I do not believe to be true may be a Class A Misdemeanor. I understand that this application and records become the property of Morris Elementary District #54.

I hereby authorize Morris Elementary District #54 to conduct work history and reference checks to determine my acceptability for employment. Pursuant to the Illinois Personnel Record Review Act, 820 ILCS 40/01 et. seq., I hereby waive written notice from my current employer and/or any previous employers and authorize them to release information regarding any disciplinary actions taken against me within the past four years. Further, I hereby release the officers, agents, employees and directors of each of my past employers and Morris Elementary District #54, its officers, agents and employees, from any and all liability arising from disclosure of personnel records and from verbal appraisals of my past performance. I understand and agree that this waiver includes any and all manners of actions that I may now have or may have in the future concerning such disclosures, regardless of their nature.

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

Morris Elementary District #54 is an equal opportunity employer and does not discriminate on the basis of race, sex, color, national origin, ancestry, religion, age, physical or mental handicap or disability, marital status, military status, or unfavorable discharge from military service. This employer hires only individuals authorized to work under the Immigration Reform and Control Act of 1986.

Return to: Superintendent  
 Morris Elementary School District #54  
 54 White Oak Drive  
 Morris, IL 60450