

Educational Services Center 55900 Bittersweet Road Mishawaka, IN 46545 www.phm.k12.in.us

MAINTENANCE APPLICATION

PLEASE TYPE OR LEGIBLY PRINT ALL INFORMATION.

GENERAL INFORMATION:

Last Name	First Name	Middle Initial	
Other Name(s) please provide informat	ion related to change of name, assumed name	e, or nickname under which you	ur credentials may be found
Address	City/State		Zip Code
Telephone number	Alternate/email	Social Security number optional at this time	
Education History:			
High School :	City:	Dates:	Diploma:
Employment History: (list r	ified: Electrician Plumbernost current experience first) Position Dates of Emp		Refrigeration Major Responsibilities
Employment History: (list r Employer Type of	nost current experience first)	ployment	Major Responsibilities
Employment History: (list r Employer Type of May we contact your present employer	nost current experience first) Position Dates of Emp	ployment uling an interview with you?	Major Responsibilities
Employment History: (list r Employer Type of May we contact your present employed Job Skills (check areas of compe	nost current experience first) Position Dates of Emp yer for reference purposes prior to schedu	ployment uling an interview with you? visory assistance):	Major Responsibilities

	Plumbing	Heating	Air Con	nditioning	Refrigeration	
Other accomplishments, interests, or experiences which you consider to be relevant:						
	vment References: te Supervisor	Company	Address		Telephone	
Persona Name	al References:	Address	Telephone		Relationship	
 Other Information Requested At This Stage of Application Please do not send original transcripts, photographs, portfolios, newspaper clippings, videos or other supporting documentation at this time. Documentation will be requested if and when you become a candidate for a specific position. To avoid possible conflict of interest in the interview, hiring, or assignment process, list any relative(s) who work for the corporation and cite the relationship(s). 						
	NAL DATA u ever been repriman	ded, disciplined, dis	scharged or asked to resign from	n a previous posit	ion? Yes No	
Have you	u ever been charged v	with or investigated	for sexual abuse of another per	rson or related off	ense? □ Yes □ No	
Have you ever been convicted of a felony or possession and/or use of a controlled substance? ☐ Yes ☐ No						
If you have answered yes to any of the previous questions, please explain the circumstances on a separate sheet and attach it to this application. Conviction of a crime is not an automatic bar to employment. Penn-Harris-Madison School Corporation will consider the nature of the offense, the date of the offense, and the relationship between the offense and the position for which you are applying.						
Authorization To Conduct Background Check and Pre-Employment Drug Testing: My signature below authorizes the Penn-Harris-Madison School Corporation to conduct a personal and employment background and credentials investigation to confirm my educational and employment experiences. This investigation may include a civil/criminal history review, contact with previous employers and/or administrators, an academic history review, professional references, and other appropriate sources. I certify that I have made true, correct, and complete answers and statements on this application. I understand that any omission or false statements will be sufficient grounds for rejecting this application or dismissal if subsequently employed. I release Penn-Harris-Madison School Corporation and any other person, organization or institution from any liability which may result from such investigation. My signature below also indicates that I agree to submit to pre-employment drug testing. Date: Signature: Signature:						

Process for obtaining a LIMITED CRIMINAL HISTORY CHECK

It is the policy of the Penn-Harris-Madison School Corporation to do an Indiana State Police criminal historcheck on all applicants that we are interested in hiring.								
Please complete the info Resources Office.	ormation below.	We will then apply fo	r the criminal history report through the Human					
First Name	M.I.	Last Name						
Date of Birth		Sex	Race					