

# Elko County School District



Central Administrative Office  
Telephone: (775) 738-5196 ♦ Fax: (775) 738-0808  
P.O. Box 1012 ♦ Elko, Nevada 89803

## CONFIDENTIAL APPLICATION REFERENCE CHECK

\_\_\_\_\_, has applied for a position with Elko County School District. Your firm's name was listed as a previous employer. Please furnish Elko County School District with the information requested below and return this form to the address listed above. Any statements will be held in strict confidence. Thank you for your cooperation.

Sincerely,

Personnel Department

**AUTHORIZATION:** I hereby authorize my former employers to furnish Elko County School District with employment information and do hereby release such employers from any liability for any damage whatsoever due to the release of such information.

\_\_\_\_\_  
Applicant's Signature

**APPLICANT, DO NOT WRITE BELOW THIS LINE**

### EMPLOYMENT HISTORY

Employed from \_\_\_\_\_ To \_\_\_\_\_

Position \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Eligible for Rehire: Yes \_\_\_\_\_ No \_\_\_\_\_ Quality of Work \_\_\_\_\_

Attendance \_\_\_\_\_

Comments: \_\_\_\_\_

If you would prefer to comment by telephone, please feel free to call the number listed above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name and Address

**ELKO COUNTY SCHOOL DISTRICT  
CRIMINAL CONVICTION SUPPLEMENT**

For the purposes of the Application and this Supplement, a “crime” is defined as any crime under any law, including Federal Law, the law of any state, foreign country, city, county, or otherwise, EXCEPT misdemeanor traffic or parking offenses. (Complete all sections and pages.)

**INSTRUCTIONS:** You have answered “yes” on the Application Form asking whether you have ever been convicted of a crime. As to *each* “crime” you have been convicted, you must answer the following questions. If there is more than one conviction, list them by date with the oldest first. Attach additional paper if necessary.

1. Law enforcement agency making arrest(s):

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2. Your name(s) and alias(es) listed in arrest record(s):

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3. Name of court(s) prosecuting crime(s):

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4. Was a student or a child under eighteen (18) years of age a victim of the crime(s)?

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5. Name of prosecuting attorney(s):

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6. Date(s) of convictions(s):

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7. Name of crime(s) convicted of:

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8. Degree of crime(s) convicted of (felony, gross misdemeanor, misdemeanor):

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9. Did you serve any probation time after conviction(s)?

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10. Did you successfully complete probation?

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11. Name of probation officer(s):

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12. Was any jail or prison time served after conviction(s)?

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13. Length of jail or prison time:

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14. Place(s) of jail or prison time:

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15. Are you still on probation or parole?

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16. Did you serve any parole time?

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17. Name(s) of parole officer(s):

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18. Current status of conviction(s):

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