


KUNA JT. SCHOOL DISTRICT NO. 3

1450 Boise Street
Kuna, Idaho 83634
(208) 922-1000 ♦ FAX (208) 922-5646


CLASSIFIED APPLICATION INSTRUCTIONS:

Complete the application in your own handwriting. Please do not fold the application since it will be part of your personnel file. Remember to sign your application. This application will remain active for **three months** from the date received. To keep your file active after that, you must submit a written request to the Human Resources Department. Your application will be considered for all positions for which you are qualified. In order for your application to be considered “complete”, you are required to include the items listed below along with the application.

FOR CUSTODIAL/FOOD SERVICE POSITIONS:


 **Include:** A copy of your high school diploma or a recognized equivalency (GED) is preferred, but not required, in order for your application to be considered complete.

FOR CLERICAL POSITIONS:

 **Include:** A copy of your high school diploma or a recognized equivalency (GED) is required to be included in order for your application to be considered complete.

 **Include:** A current résumé.

FOR PARAPROFESSIONAL POSITIONS:

 **Include:** A copy of your high school diploma or a recognized equivalency (GED) must be included in order for your application to be considered complete.

 **Include one of the following: (REQUIRED)**

Unofficial transcripts reflecting an Associates Degree or higher, with an emphasis in Education, which reflect a minimum of 32 credits. This will include a minimum of 6 credits in Writing/English, 6 credits in Math, and 6 credits in Reading/Literature.

OR

Submit a copy of your ETS Paraprofessional Praxis Test Score with a passing score. (This test may be taken through the school district at the applicant's cost of \$45.00)

 **Mail Completed Application to:**

Kuna Jt. School District No. 3
1450 Boise Street
Kuna, Idaho 83634
Attn: Human Resources

Incomplete applications will not be considered!