

CLASSIFIED EMPLOYEE - QUALIFICATIONS, RECRUITMENT, SELECTION

Persons interested in a classified employee position will have an opportunity to apply and qualify for classified employee positions in the school district without regard to age, race, creed, color, sex, national origin, religion, sexual orientation, gender identity or disability. Job applicants for classified employee positions will be considered on the basis of the following:

- Training, experience, and skill;
- Nature of the occupation;
- Demonstrated competence; and
- Possession of, or ability to obtain, state or other license or certificate, if required, for the position.

Announcement of the position will be through means the superintendent believes will inform potential applicants about the position. Applications for employment may be obtained from and completed applications will be returned to the central administration office. Whenever possible, the preliminary screening of applicants will be conducted by the administrator/supervisor who directly supervises and oversees the position.

Legal Reference: 29 U.S.C. §§ 621-634 (2012).
42 U.S.C. §§ 2000e et seq. (2012)
42 U.S.C. §§ 12101 et seq. (2012).
Iowa Code §§ 35C; 216; 279.8; 294.1 (2013).

Cross Reference:
401.1 Equal Employment Opportunity
411 Classified Employees - General

Approved January 8, 1973

Reviewed February 9, 1987; March 14, 1994; April 8, 1996; April 12, 2004; May 12, 2014

Revised January 16, 1978; August 10, 1998; May 10, 2010