

**PARIS JUNIOR COLLEGE
EMPLOYEE BIOGRAPHICAL DATA
QUESTIONNAIRE**

Paris Junior College is subject to Executive Order 11246, as amended; Section 503 of the Rehabilitation Act of 1973; and 38 USC 2012, The Vietnam Era Veterans Readjustment Act of 1974; and the Civil Rights Act of 1991. Your responses to the information requested below are required for state and federal reporting purposes. This information will be regarded as confidential and is the property of Paris Junior College.

Personal Information

Full Name: _____ **Social Security Number:** _____

Home address: _____

Street Name and Number

City

County

State

Zip

Telephone Number: (____) _____ **Email address:** _____

Emergency Contact: _____ (____) _____

Name

Address City State Zip

Phone number

Employment Information

Job title: _____ **Department:** _____

Supervisor: _____ **Employment Date:** _____

Previously employed by PJC? _____ No _____ Yes _____
(Dates of previous employment)

Relatives (blood or marriage) employed by PJC? _____ No _____ Yes _____
(Name, relationship, department)

Relatives (blood or marriage) on Board of Regents? _____ No _____ Yes

If yes (name, relationship, department)

EEO Information

Date of birth: _____ **Gender:** _____ Female _____ Male

Marital Status: _____ Single _____ Married Spouse's Name _____

Disability: _____ No _____ Yes (*if you require accommodations to perform your job duties, you must complete a request form and provide documentation to the Director of Human Resources.

Veteran Status: _____ not applicable _____ Vietnam-Era Veteran _____ other

Ethnicity: _____ (1) White, Not of Hispanic Origin _____ (2) African American, Not of Hispanic Origin
_____ (3) Hispanic _____ (4) Asian/Pacific Islander
_____ (5) Native American/Alaskan Native _____ (6) Nonresident Alien

PLEASE CONTINUE ON THE BACK

Texas Retirement System of Texas (TRS) Information

Currently enrolled in TRS with another agency? ☐ No ☐ Yes _____
List agency, city, and state

Retired from TRS? ☐ No ☐ Yes _____
(Retirement date)

Currently receiving payments from TRS? ☐ No ☐ Yes _____

Educational Information**Degrees/Certificates held (check all that apply):**

_____ (1) Doctoral	_____	_____
	School/University	Date of Graduation
_____ (2) Masters	_____	_____
	School/University	Date of Graduation
_____ (3) Baccalaureate	_____	_____
	School/University	Date of Graduation
_____ (4) Associate	_____	_____
	School/University	Date of Graduation
_____ (5) Certificate	_____	_____
	School/University	Date of Graduation
_____ (6) Diploma/GED	_____	_____
	School/University	Date of Graduation
_____ (7) Licensure	_____	_____
	Type of Current License (ie: CPA, LPC, Nursing, etc.)	Date of Certification Date of Expiration

I certify that the statements made by me on this form are true, complete, and correct to the best of my knowledge and belief and are made in good faith. I understand that any offer of employment tendered me is contingent upon my agreement to abide by the rules and regulations of the Board of Regents of Paris Junior College.

Signature_____
Date