



Prince William County Public Schools TRANSPORTATION - PERSONAL REFERENCE FORM

The Prince William County Public Schools (PWCS) Office of Transportation Services application process requires submission of this personal reference form. The applicant should complete Section I and forward the form to the person who will be completing the statement in Section II.

SECTION I (to be completed by the applicant)

DEAR _____ DATE _____
(List the name of the individual that will be completing the statement below)

I am applying for a position with the Office of Transportation Services with PWCS. Please complete the required fields in SECTION II and forward it to the Department of Human Resources (DHR). I understand this form is confidential and will not be shared with me.

Applicant's Name (Please Print)

Applicant's Signature

Applicant's Phone Number

Applicant's PID Number

SECTION II (to be completed by reference provider)

Statement required by Section 22.1-178.3 of the Code of Virginia

This is to certify that the individual whose information is listed above, who is an applicant for a job as a school bus driver, is known by me, to be a person of good moral character.

Information of the person providing the statement

Name: _____

Address: _____

Phone Number: _____

Signature: _____

Please Fax: 703.791.8193, email HR@pwcs.edu or Mail to: PWCS Attn: DHR, P.O. Box 389, Manassas, VA 20108

The Prince William County School Board is committed to a policy of nondiscrimination and to the provision of equity in its educational programs, services and activities for all students and employees. The Division shall not discriminate in employment nor in the provision of educational programs, services, and activities on the basis of race, color, religion, national origin, sex, gender identity, sexual orientation, pregnancy, childbirth or related medical conditions, age, marital status, veteran status, disability, genetic information or any other basis prohibited by law. The following individual(s) will handle inquiries regarding nondiscrimination policies, including Section 504 and Title IX: Associate Superintendent for Human Resources, PWCS, P.O. Box 389 Manassas, VA 20108