

Employment

Employment Application - Certificated Staff: Administration

APPLICATION FOR AN ADMINISTRATIVE POSITION

The School District considers applicants for all positions without regard to race, color, religion, sex, national origin or disability. If you have a disability or handicap which may require accommodation for you to participate in our application process (including filling out this form, interviewing or any other pre-employment procedure or requirement), please make us aware of any accommodation you feel is necessary. If you have any inquiries, complaints or concerns about any pre-employment procedure or requirement, including completing this application, or about the District policy of non-discrimination, you may contact _____ at _____.

All applicants are expected to answer all questions on this application.

Answer "none" or "not applicable" where necessary.

Date _____

Last Name First Name Middle Name
Other names that may appear on your transcripts or records:

Social Security Number _____

Current Address _____
Street City State Zip

Current Phone _____

Permanent Address _____
Street City State Zip

Permanent Phone _____

Date Available _____

Certification: Type _____ (Life, PC1, Etc.) Other _____

State(s) _____ Subject(s) _____

Grade Level(s) _____ Expiration date(s) _____

Other information regarding your Certification and/or certification status: _____

Position(s) for which you are applying: _____

Administrative Experience:

DISTRICT NAME AND ADDRESS	POSTITION	DATES OF EMPLOYMENT	NUMBER OF YEARS	SUPERVISOR	PHONE

References:

NAME	ADDRESS	PHONE	POSITION

Employment Questions:

1. Have you ever been arrested for, or charged with or convicted of a felony or misdemeanor? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00)_____

2. Have you ever pleaded guilty or no contest to a felony or misdemeanor? Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00)_____

Do Not Write Below This Line - For Administrative Use Only

Date received: Application _____ Credentials _____ Transcripts _____

Date interviewed: _____ Interviewed by: _____

Date and time: Applicant notified _____

Date and time: Applicant accepted _____

Position offered: _____

Salary step and level: _____

APPLICANT QUESTIONS

Name: _____ Social Security # _____

Please respond to the following questions in your own handwriting.

1. Why did you decide to become an administrator and why are you seeking this position?

2. What student outcomes would you strive for as an administrator?

3. Write a brief autobiography focusing on the important people and events in your life