

CENTRAL NOBLE COMMUNITY SCHOOL CORPORATION

APPLICATION FOR CERTIFIED STAFF POSITION

Conditions of employment are stated at the end of this form. Please read carefully before you sign this application. Application must be completed in full even if attaching a resume.

PERSONAL INFORMATION

NAME: _____ TODAY'S DATE: _____

ADDRESS: _____

HOW LONG HAVE YOU LIVED AT YOUR CURRENT ADDRESS: _____

E-MAIL ADDRESS: _____

HOME TELEPHONE: _____ CELL PHONE: _____

POSITION YOU ARE APPLYING FOR: _____

HOW WERE YOU REFERRED: _____

DATE AVAILABLE TO BEGIN WORK: _____

CERTIFICATION

Type(s) of Certificates Held: _____ *Expiration Date:* _____ *State in Which Certificate is Held:* _____

Areas of Certification/Endorsements: _____

STUDENT TEACHING EXPERIENCE

School Name and Address: _____ *Grade/Subject:* _____ *Name of Supervisor:* _____ *Dates:* _____

EDUCATIONAL BACKGROUND

EDUCATION TYPE OF SCHOOL	NAME AND ADDRESS OF SCHOOL	MAJOR SUBJECT	CIRCLE LAST YEAR ATTENDED	GRADUATED	TYPE OF DEGREE HS, AA, BS,BA, OTHER
HIGH SCHOOL			9 10 11 12	[]YES []NO	
BUSINESS TRADE OTHER			1 2 3 4	[]YES []NO	
COLLEGE			1 2 3 4	[]YES []NO	
COLLEGE			1 2 3 4	[]YES []NO	
GRADUATE SCHOOL			1 2 3 4	[]YES []NO	

**PLEASE ATTACH A COPY OF YOUR COLLEGE/UNIVERSITY
TRANSCRIPTS & RESUME**

ADDITIONAL EXPERIENCE OR QUALIFICATIONS

List any other experience, skills, or other qualifications including hobbies, which you believe should be considered in evaluating your qualifications for employment.

Please indicate any prior military service, which you would like to include in connection with your application for employment.

EMPLOYMENT HISTORY

Begin with your most recent employment

1. Name of Employer: _____
Address of Employer: _____
Phone No. of Employer: _____
Type of Business: _____
What Was Your Job Title: _____
Describe Your Job Duties: _____

Name & Title of Your Immediate Supervisor: _____
May We Contact Your Employer _____ YES _____ NO, If "NO" explain why _____

Reason For Leaving (please explain): _____

Start Date: _____ End Date: _____
Starting Salary: _____ Ending or Current Salary: _____

2. Name of Employer: _____
Address of Employer: _____
Phone No. of Employer: _____
Type of Business: _____
What Was Your Job Title: _____
Describe Your Job Duties: _____

Name & Title of Your Immediate Supervisor: _____

May We Contact Your Employer _____ YES _____ NO, If "NO" explain why _____

Reason For Leaving (please explain): _____

Start Date: _____ End Date: _____
Starting Salary: _____ Ending Salary: _____

3. Name of Employer: _____
Address of Employer: _____
Phone No. of Employer: _____
Type of Business: _____
What Was Your Job Title: _____
Describe Your Job Duties: _____

Name & Title of Your Immediate Supervisor: _____

May We Contact Your Employer _____ YES _____ NO, If "NO" explain why _____

Reason For Leaving (please explain): _____

Start Date: _____ End Date: _____
Starting Salary: _____ Ending Salary: _____

*** IF THERE ARE MORE THAN 3 EMPLOYERS PLEASE FILL OUT AN ADDITIONAL FORM.

SCHOOL INVOLVEMENT

List the extra-curricular activities that you have coached and/or sponsored and indicate the number of years.

ACTIVITIES

NO. OF YEARS

List the extra-curricular activity(s) that you would be willing to coach and/or sponsor at Central Noble.

EDUCATIONAL ORGANIZATIONS

List the educational organizations that you have been or are currently a member.

ORGANIZATIONS

NO. OF YEARS

OFFICE(S) HELD

PROFESSIONAL DEVELOPMENT

List activities (e.g., in-service, seminars, workshops) during the past five years in which you have participated or have led.

COMMUNITY INVOLVEMENT

List the community organizations that you have been or are currently a member.

ORGANIZATIONS

NO. OF YEARS

OFFICE(S) HELD

PARENT INVOLVEMENT

Describe ways you have worked with parents.

INSTRUCTION

Describe how you have incorporated “best practices” or “quality tools” into your classroom.

DISCIPLINE

What is your approach when you discipline students?

CANDIDATE’S STATEMENT

Why do you want to be a teacher and why do you want to teach for Central Noble?

ATTENDANCE AND PUNCTUALITY INFORMATION

Consistent attendance and punctuality are essential requirements of every job with this School. Is there anything which would interfere with your regular attendance and punctuality if you were offered a job with the School?

_____ YES _____ NO

If Yes, please explain _____

REFERENCES - Please List 3 (no relatives)

1. NAME	Business Phone & Home or Cell Phone () ()
Home Address	Title Relationship
City and State (Zip)	How Long Have You Known This Person
2. NAME	Business Phone & Home or Cell Phone () ()
Home Address	Title Relationship
City and State (Zip)	How Long Have You Known This Person
3. NAME	Business Phone & Home or Cell Phone () ()
Home Address	Title Relationship
City and State (Zip)	How Long Have You Known This Person

GENERAL INFORMATION

ONLY U.S. CITIZENS OR ALIENS WHO HAVE A LEGAL RIGHT TO WORK IN THE U.S. ARE ELIGIBLE FOR EMPLOYMENT. CAN YOU, UPON EMPLOYMENT PROVIDE GENUINE DOCUMENTATION ESTABLISHING YOUR IDENTITY AND ELIGIBILITY TO BE LEGALLY EMPLOYED IN THE UNITED STATES? YES NO

HAVE YOU EVER BEEN CONVICTED OF A CRIME OR VIOLATION OTHER THAN A MINOR TRAFFIC INFRACTION? YES NO

(A CONVICTION RECORD WILL NOT NECESSARILY BE A BAR TO EMPLOYMENT. FACTORS SUCH AS JOB RELATIONS, AGE AND TIME OF THE OFFENSE, SERIOUSNESS AND NATURE OF VIOLATION AND REHABILITATION WILL BE TAKEN INTO ACCOUNT) IF YES, PLEASE EXPLAIN:

HAVE YOU EVER BEEN DISCHARGED FROM ANY EMPLOYMENT OR ASKED TO RESIGN? YES NO IF YES, PLEASE EXPLAIN:

NOTIFICATION AND AGREEMENT

PLEASE READ BEFORE SIGNING

I CERTIFY THAT ALL ANSWERS GIVEN BY ME ARE TRUE, ACCURATE, AND COMPLETE. I UNDERSTAND THAT THE FALSIFICATION, MISREPRESENTATION, OR OMISSION OF FACT ON THIS APPLICATION (OR ANY OTHER ENCLOSED OR REQUIRED DOCUMENTS) WILL BE CAUSE FOR DENIAL OF EMPLOYMENT OR IMMEDIATE TERMINATION OF EMPLOYMENT, REGARDLESS OF WHEN OR HOW DISCOVERED.

Questions regarding this statement should be directed to any employment interviewer before signing. The application will be given every consideration, but its receipt does not imply that the applicant will be employed.

It is the policy of the School to afford equal opportunity to all employees and applicants for employment without regard to age, race, religion, color, sex, national origin, marital status, expunged juvenile records, or pregnancy, and to afford equal opportunities to disabled veterans, veterans of the Vietnam era, and individuals with a disability, any and other characteristic protected by Federal, State or Local Law.

I authorize the investigation of all statements and information contained in this application. I release from all liability anyone supplying such information and I release the employer from all liability that might result from making an investigation.

I acknowledge that I have read and understand the above statements and hereby grant permission to confirm the information supplied on this application by me.

APPLICANT SIGNATURE _____ DATE _____

INTERVIEWED BY _____ DATE _____

