

# UNIFIED SCHOOL DISTRICT NO. 376

308 East Washington, Box 188, Sterling, Kansas 67579 (620) 278-3621

## APPLICATION FOR PROFESSIONAL EMPLOYMENT

### Notice of Non-Discrimination

Be it resolved that the Board of Education of U.S.D. 376, Sterling, Kansas, does agree to comply with Title VI of the Civil Rights Act of 1964; Title VII; Title IX of the 1972 Education Amendments; Section 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act; and no discrimination on the basis of race, color, national origin, sex, age or handicap, shall occur in administering any program of said district whether sponsored by the local district, State of Kansas, or Federal Government. Further, the Sterling Unified School District No. 376, Rice County, Kansas, does not discriminate on the basis of race, color, national origin, sex, age, or handicap in admission or access to, or treatment or employment in its programs, activities and facilities.

Inquiries concerning the district's compliance with any of these regulations should be directed to: District Compliance Officer: GS Principal, (620) 278-3112 who has been designated by the school district to coordinate efforts to comply with said regulations.

\_\_\_\_\_ Date

### PERSONAL INFORMATION:

FULL NAME \_\_\_\_\_  
First Middle Last Maiden

PRESENT MAILING ADDRESS \_\_\_\_\_  
Street Apt. #

\_\_\_\_\_ City State Zip Code

\_\_\_\_\_ Home Phone Number Day-Time Phone Number

HOW MANY CONTINUOUS YEARS HAVE YOU BEEN A RESIDENT OF KANSAS? \_\_\_\_\_

HAVE YOU EVER BEEN CONVICTED FOR OTHER THAN A MINOR TRAFFIC VIOLATION? \_\_\_\_\_  
(If so, please explain by confidential letter)

WHEN WILL YOU BE AVAILABLE? \_\_\_\_\_ ARE YOU PRESENTLY UNDER CONTRACT? \_\_\_\_\_

WILL YOU BE RECEIVING KPERS RETIREMENT BENEFITS IN THE NEXT CALENDAR YEAR? \_\_\_\_\_

DO YOU HOLD A VALID KANSAS TEACHING CERTIFICATE? \_\_\_\_\_ EXP. DATE \_\_\_\_\_

ENDORSEMENTS: \_\_\_\_\_

\_\_\_\_\_

SUBJECTS CERTIFIED TO TEACH \_\_\_\_\_

CHECK LEVELS OR AREAS IN WHICH YOU WISH TO TEACH:

- KINDERGARTEN                       JUNIOR HIGH (7-8)                       ADMINISTRATION
- PRIMARY (1-3)                       SENIOR HIGH (9-12)                       OTHER
- UPPER ELEM (4-6)                       COUNSELING

LIST BELOW IN ORDER OF PREFERENCE THE SPECIFIC SUBJECTS (JRHI/SRHI) OR GRADE LEVEL (ELEMENTARY) OR OTHER AREA (I.E COUNSELING)

1. \_\_\_\_\_ 3. \_\_\_\_\_
2. \_\_\_\_\_ 4. \_\_\_\_\_

**ACADEMIC PREPARATION:**

INSTRUCTIONS: Include all college/university preparation. Express college credits in semester hours.

School or Institution Name and Location	Dates Attended	Major	Semester Hours	Minor	Semester Hours	Degree or Diploma

Graduate Work:


- Graduate work is defined as upper division or graduate credit beyond the requirements necessary for the granting of the B.S. Degree.

High School:	Location:	Graduation Date:
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TOTAL YEARS TEACHING EXPERIENCE \_\_\_\_\_

**ACTIVITIES, HONORS, ORGANIZATIONS:**

1. List any extra-curricular activities which you are willing and qualified to direct:

ACTIVITY	PREVIOUS EXPERIENCE	DATES

2. List college activities engaged in, and any honors received before or since graduation:

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3. List Professional Organizations:

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**PERSONAL REFERENCES:** (OTHER THAN EDUCATORS OR RELATIVES)

NAME	PRESENT ADDRESS AND PHONE NUMBER	OCCUPATION

**PROFESSIONAL REFERENCES:** (IF PRESENTLY TEACHING, INCLUDE YOUR SUPERVISOR)

NAME	PRESENT ADDRESS AND PHONE NUMBER	PRESENT POSITION

## **APPLICANT STATEMENT**

Please summarize your reasons for entering the field of education and your aspirations for the future. Feel free to add any additional information that will give a more complete picture of your character, abilities and interest in the Sterling school system.

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### **APPLICANT JOB APPLICATION ACKNOWLEDGEMENTS**

1. I certify that all the information provided by me in this application is true and complete. I understand that any misstatement, falsification, or omission of information is grounds for refusal to hire or, if I am hired and the same is discovered thereafter, termination.
2. I authorize any of the persons or organizations referenced in this application to give you any and all information concerning my previous employment, education, or any other information, personal or otherwise, with regard to any of the subjects covered by this application, and I release all such parties from all liability for any damages that may result from furnishing such information to you. I authorize any background checks by any third party.
3. I authorize you to request, receive, and verify all information given on this application and I release you from all damages that may result from your doing so.
4. I authorize you to conduct a criminal background investigation using any and all methods necessary to successfully complete such investigation, and I release you from all liability for any damages that may result from your doing so.

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Signature of Applicant

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Date

ADDITIONAL ITEMS NEEDED TO COMPLETE APPLICATION INCLUDE:

1. A complete set of your credentials and transcripts sent at your request from your college placement bureau.
2. Copy of your teaching license.
3. A personal interview is required for employment. Interviews would be scheduled at mutually convenient times for those selected following a review of your application and credentials.
4. Return application to:                    Mr. Jim Goracke, Superintendent  
Sterling Unified School District No. 376  
308 East Washington, Box 188  
Sterling, Kansas 67579-0188

\* This application will remain on file for the current school year only. All applications will be considered void after this period. You would be eligible to re-file an application at that time.