

Nyssa School District #26
 804 Adrian Blvd
 Nyssa, OR 97913
 TEL 541-372-2275
 FAX 541-372-2204

ADMINISTRATOR APPLICATION FORM
 Nyssa School District 26

APPLICANT'S NAME: _____ DATE: _____

ADDRESS: _____
Street City State

TELEPHONE: _____
Home Work Other

POSITION FOR WHICH YOU ARE APPLYING: _____

Date on which you are able to begin working: _____

Educational licenses held: _____

If you do not hold an Oregon license, do you qualify for one? _____

Have you applied for an Oregon administrative license? _____

PROFESSIONAL INFORMATION

Name of School (Include high school, college, university training)	Location	Dates Attended	Degree Granted	Date of Degree	Major Subject Area(s)	Minor Subject Area (s)

TEACHING EXPERIENCE

Please list each school on a separate line. *(Please attach an additional page if necessary.)*

Role	Name of School	Address	Dates Taught	Subject/Grades Taught

ADMINISTRATIVE EXPERIENCE

Please list each administrative assignment on a separate line. *(Please attach an additional page if necessary.)*

District Name	Name of School	Address	Phone Number	Dates	Position Held

OTHER WORK EXPERIENCE

Employer Name	Address	Dates of Employment	Immediate Supervisor	Phone Number	Duties

PERSONAL HISTORY

Yes No

- _____ _____ 1. Have you ever left any educational or school-related employment, voluntarily or involuntarily, while the subject of an inquiry, review or investigation of alleged misconduct or alleged violation of professional standards of conduct or when you had reason to believe such investigation was imminent?
- _____ _____ 2. Are you currently the subject of an inquiry, review, or investigation for alleged misconduct or alleged violation of professional standards of conduct?
- _____ _____ 3. Have you ever failed to complete a contract for educational services in any educational or school-related position, or for any alleged misconduct or alleged violation of professional standards of conduct been placed on leave by your employer or left such employment prior to end of the contract term?
- _____ _____ 4. Have you ever had a professional certificate, credential, or license (of any kind) revoked or suspended, or have you been placed on probationary status for any alleged misconduct or alleged violation of professional standards of conduct?
- _____ _____ 5. Have you ever been denied a professional license for which you applied or granted a professional license on a conditional or probationary basis for any alleged misconduct or alleged violation of professional standards of conduct?
- _____ _____ 6. Have you ever surrendered a professional license of any kind before its expiration?
- _____ _____ 7. Have you ever been disciplined by any public agency responsible for licensure of any kind, including but not limited to educational licensure?
- _____ _____ 8. Have you ever been convicted or been granted conditional discharge by any court for (a) any felony; (b) misdemeanor; or (c) any major traffic violation, such as: driving under the influence of intoxicants or drugs; reckless driving; fleeing from or attempting to elude a police officer; driving while your license was suspended, revoked, or used in violation of any license restriction; or failure to perform the duties of a driver or witness at an accident?
- _____ _____ 9. Have you ever been arrested or cited for any offense listed in question 8 (above) which is still pending in court?
- _____ _____ 10. Have you ever entered a plea of guilty or No Contest relative to any charge for an offense listed in question 8 (above)?
- _____ _____ 11. Have you ever had any civil judgement or other court order entered against you resulting from abuse, assault, battery, harassment, intimidation, neglect, stalking or other threatening behavior toward other persons?
- _____ _____ 12. Have you ever been placed on a plan of assistance?

APPLICATION INFORMATION

Applications which are forwarded to this school district will remain active for one year.

I understand that any omission on this application may prevent my application from being evaluated or referred to an individual school. I authorize the school district to which this application is submitted to obtain information about my criminal records. I authorize all governmental agencies to provide information about my criminal records to the school district. I verify that all information on this employment application is true and complete. I understand that any misrepresentation, falsification, or omission on this application or on other documents submitted to the school district will be sufficient cause for this application not to be considered by the school district, not to be referred to an individual school, or for discharge if I have been employed.

Signature

Date

AUTHORIZATION TO OBTAIN AND RELEASE INFORMATION

I authorize any school district for which I have an employment application to check my references, to obtain information from my prior employers and educational institutions, and to take other actions to investigate any information provided in my employment application, and to obtain information relevant to evaluating my qualifications and fitness for a teaching position. I authorize my listed references, past employers and educational institutions, and anyone else who has information about my work history, educational qualifications, or fitness to provide such information to any school district for which I have completed an employment application. I release the school district and all persons providing information to the school district from any liability whatsoever for obtaining and providing that information, regardless of the results.

Signature

Date

Please enclose, provide, or arrange to have sent to Nyssa School District the following items:

1. Letter of Introduction
2. Placement file (if you have one)
3. Transcripts (may be unofficial for the purpose of application; if hired, will need to provide official transcripts)
4. Copy of administrative license or credential
5. Resume
6. Letters of reference (at least 3)
7. Any other pertinent information