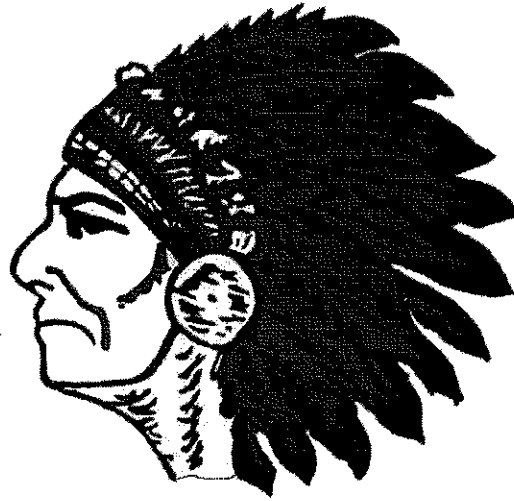


Application for Employment

Pikeland C.U.S.D. #10
512 S. Madison St.
Pittsfield, IL 62363
Phone: 217-285-2147



For Office Use Only

Reviewed by: _____
Action Taken _____
Interview _____
No action _____
Response to Applicant _____
Letter _____
Phone _____
Retained in file _____

Position(s) Applying For: _____ Date _____

Name: _____
Last First Middle

Address: _____
Street City State Zip

Phone: _____
Home Cell Email Address

Are you a citizen of the United States? Yes _____ No _____

If not, do you have proper documentation authorizing you to work in the U.S.A? Yes _____ No _____

Have you every been convicted of a criminal offense other than a minor traffic violation? Applicants are not required to disclose sealed or expunged records of conviction or arrest. Yes _____ No _____

Are you under contract to another school district or educational institution? Yes _____ No _____

Have you ever been dismissed from a position or asked to resign? Yes _____ No _____

Have you ever resigned rather than face disciplinary action and/or non-renewal by an employer and/or disciplinary action against a Certificate/License? Yes _____ No _____

Computer Experience: Minimum _____ Proficient _____ Advanced _____

Teaching Applicants: A Pikeland School District application form must be completed to be considered for all positions. In addition to the application form, your package must contain a letter of application, resume, and unofficial college transcripts (official transcripts upon hire). Also enclose three letters of recommendation or a credential/placement file. It is the responsibility of the candidate to see that all items are provided.

All application materials must be submitted to the Superintendent of Schools, 512 South Madison, Pittsfield, IL 62363.

Please Note: You are not necessarily precluded from employment because of a criminal record. Consideration will be given to the amount of time since the conviction, employment history since the conviction, the relationship between the type of employment you are being considered for and the crime involved and any other circumstances or information that would pertain to your employment and the safe and efficient operation of the school district. *You will be precluded from employment and/or terminated if you give false or incomplete answers on this application.*

Educational Preparation ("See Resume" is not sufficient)
(Attach additional sheet if necessary)

Name and Location of Institution	Major/Minor	Diploma/Degree/License and Date Earned
High School:		
College/University:		
College/University:		
Graduate:		
Special:		

Graduate semester hours earned **beyond** highest degree: _____

Certificate/License

Type	Endorsements	Expires	State

Student Teaching Experience (Teaching Applicants Only)

Name of School: _____

Location (City/State): _____

Grades/Subjects Taught: _____

Dates: _____

Cooperating Teacher: _____

Licensure:

1. Do you hold a current Illinois License? Yes No
 Type of License _____ Grade Level(s) _____ Subject area(s) _____

2. Do you hold a current Illinois Administrative License? Yes No
 Type of Endorsement _____

3. List of out-of-state license/certificates(s): _____

Employment History ("See Resume" is not sufficient)
 (Attach additional sheet, if necessary)

Present or Last Employer: _____

Dates (Mo/Yr): From: _____ To: _____

Job Title: _____ Supervisor: _____

City/State: _____ Phone: _____

Duties: _____

Reason for Leaving: _____

Second Last Employer: _____

Dates (Mo/Yr): From _____ To _____

Job Title: _____ Supervisor: _____

City/State: _____ Phone: _____

Duties: _____

Reason for Leaving: _____

Third Last Employer: _____

Dates (Mo/Yr): From _____ To _____

Job Title: _____ Supervisor: _____

City/State: _____ Phone: _____

Duties: _____

Reason for Leaving: _____

References

Please list three current references (beyond those listed on employment history and those related to you) who are familiar with your personality, character and work performance. (Two work-related and one personal reference)

Name	Position	Years Known	Phone

May we contact the employers and references listed on this application? Yes _____ No _____

If "no" indicate by name which ones you do not wish us to contact. _____

Narrative

In your own handwriting, please state why you should be considered for this position. List special job skills, areas of strength, organizations, experience, etc.

NOTICE TO APPLICANT

As an equal opportunity employer, Pikeland Community Unit School District #10 complies with Federal and State laws prohibiting discrimination in employment. Pikeland Community Unit School District #10 makes all employment-related decisions without regard to race, color, religion, sex, creed, national origin, ancestry, disability, marital or veteran status, sexual orientation, pregnancy, or other unlawful considerations.

I understand that I must, if offered employment, submit to a criminal background investigation and that an offer of employment is subject to receipt of a criminal background check that does not contain any prohibited offenses as outlined in the Illinois School Code and is otherwise satisfactory to the School District. I further understand that an offer of employment is subject to receipt of positive recommendations/references.

I understand that any offer of employment will be subject to compliance with the identification and employment eligibility requirements imposed by the US. Immigration and Naturalization Service and/or the Department of Homeland Security, and the successful completion of a health examination.

I authorize the release to the District of all high school, college and other educational records pertaining to my attendance, course work and other school activities.

I consent to the disclosure of any and all information about me contained in private and government files relevant to this application for employment or relating to my present and former employment history, and I request all former employers, and federal, state and local government agencies to supply said information to Pikeland Community Unit School District #10 on its request.

I authorize investigation of all statements contained in this application or made at any stage of this employment process as may be necessary or appropriate in arriving at an employment decision.

I authorize and request my former employers to furnish Pikeland Community Unit School District #10 with any personnel information requested by it. I release you, my former employers, from any liability that may arise as a result of your providing such information to Pikeland Community Unit School District #10 and release Pikeland Community Unit School District #10 and/or its agents for any action taken due to information released by any school, government agency or former employer.

I hereby certify that my statements in this application are true and complete to the best of my knowledge. I understand that the giving of false, misleading, or incomplete information, or the omission of relevant information on this application or at any point in the application process is sufficient independent cause, to the extent necessary, to cease further consideration of my application, or, if I am hired, for termination of employment.

Signature

Date