

USD #344
PO Box 480
Pleasanton, KS 66075
913-352-8534

APPLICATION FOR CERTIFIED EMPLOYMENT

Date _____

Notice to Applicant:

It is the policy of the Board of Education of Unified School District No. 344, Pleasanton, KS, to assure equal opportunity to qualified individuals regardless of their race, religion, color, sex, disability, national origin, ancestry, or age, and to promote the full realization of equal employment opportunities to everyone.

This policy covers all aspects of the employment relationship including recruitment, hiring, placement, promotion, transfer, training and apprenticeship, compensation, layoff, termination, and harassment.

(Last Name) (First Name) (Middle Name)

COMPLETE ADDRESS AND PHONE NUMBER:

Present: _____

Permanent: _____

TEACHING POSITION(S) DESIRED:

Elementary _____

Secondary _____

Other _____

EDUCATIONAL AND PROFESSIONAL TRAINING

	Name of School and Location	Type of Degree	Dates	Total Semesters in Education
High School	_____			
Undergraduate	_____			
Graduate Work	_____			
Special Work	_____			

TEACHING EXPERIENCE

Name of School and Location	Grade/Subjects Taught	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

REFERENCES

List below persons who know about your ability as a teacher and about your general qualifications. Qualification of applicants under consideration may be investigated by correspondence. Five recent references are requested.

NAME AND TITLE	ADDRESS AND PHONE NUMBER
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

GENERAL INFORMATION

Do you hold a Kansas Teaching Certificate? _____ Expiration: _____

Teacher Certificate Endorsements: _____

Are you now under contract? _____ Expiration: _____

Present annual salary: _____ Expected Annual Salary: _____

Have you ever been dismissed or asked to resign from employment? _____ If yes, please explain _____

Have you ever been convicted of a felony? _____ If yes, please explain by confidential letter.

Why do you wish to leave your present position? _____

Why do you wish to teach in this district? _____

How long do you plan to reside in this area? _____ Do you plan to continue
graduate work? _____ If so, in what field? _____

Where? _____

What extra-curricular activities are you willing to direct and/or sponsor? _____

In the event of a vacancy, Unified School District No. 344 will need a completed application on file, a copy of your resume', a copy of your teaching certificate, your transcripts and your credentials sent to our office. The aforementioned items are needed only in the event of a vacancy.

Have you requested your credentials to be sent to our office? _____

Name of University: _____

AGREEMENT

I hereby certify that the above information is true, accurate, and complete, to the best of my knowledge. Any misrepresentation or willful omissions of facts shall be sufficient cause for disqualification of this application or termination of employment. Furthermore, it is understood that this application and records become the property of the District, which reserves the right to accept or reject it. I further agree to observe all rules, regulations, and policies of the District now in force and effect or as they may change during my employment, if I am employed by the District.

In addition, I hereby authorize Unified School District No. 344 to conduct work history, personal reference, and/or police record inquiries to determine my acceptability for employment.

Signature of Applicant

The district is an equal opportunity employer and shall not discriminate in its employment practices and policies with respect to hiring, compensation, terms, conditions, or privileges of employment because of an individual's race, color, religion, sex, age, disability or national origin. Inquiries regarding compliance may be directed to Kansas Human Rights Commission, 900 SW Jackson, Suite 568-S, Topeka, KS 66612-1258, phone 785-296-3206