

APPLICATION FOR A PROFESSIONAL POSITION SOUTH VERMILLION COMMUNITY SCHOOLS

P.O. BOX 387
Clinton, IN 47842
765-832-2426
FAX: 765-832-7391
“AN EQUAL OPPORTUNITY EMPLOYER”

Date: _____

Type of Position Applying for:

Level

_____ Elementary

_____ Middle School

_____ High School

Subject Area(s)

1. _____

2. _____

3. _____

I. NAME IN FULL: _____

Address _____

City/State/Zip _____ Phone _____

II. RECORD OF EDUCATION

Please list the elementary, high school, and colleges you have attended.

Institution	Location	Dates	Diploma or Degree and Date

Hold _____ degree, conferred by _____ Year _____

Hold _____ degree, conferred by _____ Year _____

Hold _____ degree, conferred by _____ Year _____

Student Teaching:

Subject or Grade Level _____ Length of Teaching _____

School _____ Critic Teacher _____

Address _____

III. TEACHING EXPERIENCE:

Total Years Teaching Experience: _____

Name and Address of School System	School	Grades/Subjects Taught	Dates	Reason for Leaving

Have you been discharged, refused renewal of contract, or requested to resign from a former position? Yes ___ NO ___

If yes, give details of such actions _____

IV. WORK EXPERIENCE: List below your work experiences other than those related to teaching:

Employer	Type of Work	Dates of Employment	Months Employed

V. REFERENCES: If you have teaching experience, please list three references from Principals or Superintendents you have worked for. If you do not have teaching experience, please list three references from employers for whom you have worked.

Name	Address	Position

VI. EXTRA-CURRICULUM ACTIVITIES: Please place an "X" in the areas you feel qualified to direct or have participated in.

Activities	Participated In	Can Direct	Activities	Participated In	Can Direct
Band			Soccer		
Choir			Basketball		
Debate			Football		
Cheerleading			Baseball		
Drama			Track		
Publications			Wrestling		
Dept. Clubs			Volleyball		
Drill Team			Tennis		
Other			Golf		
			Cross Country		

List Position of RESPONSIBILITY and LEADERSHIP you held

In High School _____ In College _____

List any SPECIAL HONORS received

In High School _____ In College _____

In order to be considered for employment in South Vermillion Community School Corporation, you must complete the following questions and sign:

1. Are you presently being investigated or under procedure to consider your discharge for misconduct by your present employer or have you offered a resignation to your previous employer? YES _____ NO _____

2. Have you ever been reprimanded, disciplined, discharged, or asked to resign from a prior position? YES _____ NO _____

3. Have you ever resigned from a prior position, without being asked, but under circumstances involving investigation of sexual contact with another person, mishandling of funds or of criminal conduct? YES _____ NO _____

4. Have you ever been charged with or investigated for sexual abuse of another person? YES _____ NO _____

5. Have you ever been charged with, plead guilty or “no contest” (nolo contendere) to, or been convicted of any crime involving sexual abuse of any person or any other crime of moral turpitude? YES _____ NO _____

6. Have you ever been convicted of a crime, other than a minor traffic offense; or ever entered a plea of guilty or a plea of “no contest”, or has any court action ever deferred further proceedings without entering a finding of guilty and placed you on probation for any crime other than minor traffic offense? YES _____ NO _____

If you answered “yes” to any of these questions, please explain- in detail – including the date of the charge, offense in question, court action and address of court involved. Conviction of a crime is not an automatic bar to employment. The Corporation will consider the nature of the offense, and the position for the relationship between the offense and the position for which you are applying. Any false or misleading information shall be fully sufficient grounds to refuse to employ, or having been employed, shall be immediate cause for dismissal.

My signature constitutes authorization to check my employment history; including without limitations, evaluations, criminal arrest and conviction record checks and release of investigative information possessed by any private or public employers or any local, state or federal agency. I further authorize those persons, agencies or entities that the Corporation contacts about my employment application to provide South Vermillion School Corporation any information on the matters set forth above. I expressly waive, in connection with any request for or provision of such information any claims, including without limitations – defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against South Vermillion School corporation, its agents and officials or against any provider of such information.

Signature

Date

VII. LICENSING AND RETIREMENT INFORMATION: (Attach a copy of license)

Hold or have applied for Indiana license in: following subject(s) _____

License Number: _____ License grade(s): _____

License is valid until what date? _____

Hold valid out-of-state license in the state of _____ in the following subject(s) _____

Indiana Retirement Fund Number _____ (experienced teachers only)

Have you passed the National Teachers' Exam? Yes _____ No _____

Please attach a copy of your license.

VIII. GENERAL INFORMATION: (Attach a copy of your transcript)

A. Are your credentials on file at any College Placement Bureau? Yes _____ No _____

If so, what is the name of the institution? _____

B. Were you in the U.S. Armed Forces? Yes _____ No _____ Which Branch? _____

Dates of Duty: From _____ to _____

C. To what professional organizations do you belong? _____

*** Please attach a copy of your transcript.***

IX. APPLICATION, READ CAREFULLY BEFORE SIGNING:

I hereby certify that the information supplied in this application is true and correct. Certified employees may be requested, after hiring, to submit a photograph.

Signature

Date

(Falsification of any part of this form may be a cause for rejection of the application and/or any subsequent employment contract.)

Return application to:

**Office of the Superintendent
South Vermillion Schools
P.O. Box 387
Clinton, IN 47842**

NOTE: If employed, this information will be kept in the Superintendent's Office and filed in the teacher's individual personnel folder

*** This information is strictly confidential.***

Space below to be used at time of interview

Interviewers: _____

Date of Interview: _____

Characteristics	1	2	3	4	5
Friendliness					
Enthusiasm					
Personal Appearance					
Cooperative Spirit					

Characteristics	1	2	3	4	5
Common Sense					
Good Judgement					
Sincerity					
Sense of Humor					

The rating scale goes from 1 (excellent to superior) to 5 (very inferior).

RECOMMENDATIONS TO THE EMPLOYING OFFICIAL:

NOTATIONS BY THE SUPERINTENDENT:
