

LITTLE AXE PUBLIC SCHOOLS I-70
CERTIFIED APPLICATION

PERSONAL INFORMATION:				DATE:	
NAME(LAST, FIRST, MIDDLE)				SOCIAL SECURITY #	
PRESENT STREET ADDRESS:		CITY:	STATE:	ZIP:	PHONE:
ALTERNATE STREET ADDRESS:		CITY:	STATE:	ZIP:	PHONE:
IF MARRIED GIVE MAIDEN NAME:				SPOUSE'S COMPLETE NAME:	
Are you related to a Little Axe School District employee? ____Yes ____No If so, what relation?					

After reviewing the essential job function from the attached job description/posting, are you able to do them with or without reasonable accommodation? Yes__ No__
The District is concerned with your ability to perform the job and will not at this time consider your need for reasonable accommodation. If after reviewing your application form, verifying your responses and conducting necessary interviews or test, you are considered for the job and would need reasonable accommodations to perform essential job function, the parties will explore these alternatives. REMEMBER: The District may conduct a pre-employment exam which will determine whether you can do the essential functions of the job without substantial risks to yourself and the public.

ACADEMIC AND PROFESSIONAL INFORMATION			
WHAT CLASS OF OKLAHOMA CERTIFICATE(S) DO YOU NOW HOLD? (Life, standard, provisional). WHAT TYPE? (Administrator, Counselor, Social Studies, etc.)		TEACHER CERTIFICATE NUMBER	EXPIRATION DATE
Major Teaching Field	Semester Hours	Minor Teaching Field	Semester Hours

Are you currently under contract? _____ If so, where? _____ When are you available for teaching? _____

____yes ____no		
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STUDENT TEACHING EXPERIENCE LIST ALL AREAS AND COOPERATING TEACHERS

NAME OF SCHOOL	ADDRESS	AREA (GRADE OR SUBJECT)	DATES	NAME OF COOPERATING TEACHER

RECORD OF EDUCATIONAL EXPERIENCE: BEGIN WITH MOST RECENT EMPLOYMENT. (A YEAR OF TEACHING IS AT LEAST SEVEN MONTHS OF REGULAR FULL-TIME TEACHING. ALL TEACHING EXPERIENCE MUST BE VERIFIED IN WRITING AS SOON AS POSSIBLE AFTER EMPLOYMENT TO INSURE CORRECT CONTRACT SALARY.)

SCHOOL	CITY AND STATE	DATES FROM/TO	NUMBER YEARS/MONTHS	GRADES, SUBJECTS, OR POSITIONS

ACTIVE MILITARY EXPERIENCE-BRANCH OF SERVICE	DATES OF ACTIVE DUTY
	FROM: _____ TO: _____

WORK EXPERIENCE (OTHER THAN TEACHING OR MILITARY)

EMPLOYER	ADDRESS	POSITION	DATES OF EMPLOYMENT	NO. MOS.

EXTRACURRICULAR ACTIVITIES LIST STUDENT ACTIVITIES AND ATHLETICS WHICH YOU ARE ABLE TO DIRECT.
(IF MORE SPACE IS NEEDED, PLEASE ATTACH INFORMATION ON A SEPARATE PAGE..)

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EDUCATION

	NAME AND LOCATION OF INSTITUTION	DATES	DEGREE (IF APPLICABLE)
HIGH SCHOOL			
COLLEGE OR UNIVERSITY			
UNDERGRADUTE/GRADUATE			

REFERENCES: LIST BELOW AT LEAST THREE OR MORE REFERENCES (NOT RELATIVES) INCLUDING ADMINISTRATIVE AND SUPERVISORY PERSONNEL WHO HAVE FIRST-HAND KNOWLEDGE OF YOUR PERFORMANCE AND/OR FUTURE POTENTIAL IN THE AREA FOR WHICH YOU ARE APPLYING (VOCATIONAL EDUCATION APPLICANTS SHOULD LIST ONE BUSINESS REFERENCE)

NAME	OFFICIAL POSITION	COMPLETE ADDRESS/PHONE #

Do you hold a current and valid Oklahoma operator's or commercial chauffeurs driver's license (with endorsements specific to the equipment you will be operating)? Yes No If so, give type, expiration date, and number:

Has your license been revoked or suspended in the last 5 years? Yes No If so, give year and reason:

(A non-acceptable driving record may include more than two moving violations within the past three years, or any DWI, DUI or reckless driving (alcohol or drug related) within the last five years.)

FELONY QUESTIONNAIRE

In response to legislation, Title 70 O.S. 1971, Section 6-103, every applicant is required to answer the following questions:

1. During the preceding ten-year period, have you ever been convicted of a felony? Yes No
2. During the preceding ten-year period, have you ever been convicted of a crime involving moral turpitude? Yes No

If the answer to either of the preceding questions is "Yes" state on a separate sheet of paper the nature of the charge and in what court you were convicted.

IMPORTANT AUTHORIZATION AND CERTIFICATION

I certify facts given in this application are true and complete to the best of my knowledge. I hereby grant permission to the Little Axe School District to investigate any information included in the application and I agree to submit to medical examination if required. I understand that this application is not a contract of employment. I hereby release the District and its agents from all liability in making any investigation and inquiry relative to information contained in the application form. I understand that if employed, false or misleading statements given in this application or interview(s) may result in discharge. I understand that I am required to abide by all rules and regulations of the Little Axe School District.

Signature of Applicant _____ Date _____

REQUIREMENTS FOR EMPLOYMENT: If you are offered a contract, you must submit the following credentials: An official transcript from all universities and colleges attended, an original Oklahoma teacher's certificate and proof of out-of-state teaching experience, (if applicable). These documents must be on file with the Personnel Office before you will receive payment under the contract.

RETURN APPLICATION and one set of unofficial transcripts to:

LITTLE AXE PUBLIC SCHOOL
PERSONNEL OFFICE
2000 168TH AVE. N.E.
NORMAN, OK 73026
PHONE (405-329-7691)

NOTICE TO APPLICANT: The acceptance of an application is not a promise of employment. (Your application will remain active throughout the school year.)

Little Axe Schools does not discriminate in employment policies regarding selection, transfer, promotion, termination, compensation or other benefits on the basis of race, creed, national origin, color, religion, age, disability or sex. Little Axe School is an equal opportunity/affirmative action employer. Little Axe School is a tobacco-free/drug free work place.