

SAN JUAN SCHOOL DISTRICT ♦ HUMAN RESOURCE

200 North Main ♦ Blanding, Utah ♦ 84511

(435) 678-1215 ♦ Fax (435) 678-1829

LICENSED APPLICATION FOR EMPLOYMENT

NAME: _____ SOC. SEC. #: _____

Last First Middle

ADDRESS: _____

Street City State Zip

PERMANENT ADDRESS, IF DIFFERENT: _____

TELEPHONE: _____

Home Work Permanent, if different

POSITION(S) APPLYING FOR: _____

DATE AVAILABLE FOR EMPLOYMENT: _____ EMAIL: _____

EDUCATIONAL TRAINING

Level of Education	School/University	State	Degree	Major	Minor	Date
High School						
College/University						
College/University						
College/University						

CERTIFICATION:

Valid Utah Teaching License now held: Date Issued _____ Expiration Date _____

Other State Teaching License held: (State) _____ Expiration Date _____

Check your area(s) of certification: Elementary [] Middle [] Secondary [] Early Childhood []

Library/Media [] Special Education [] Counselor [] Adm [] Other (please specify) _____

List endorsements, if any: (i.e., *ESL, Gifted, Health, Math IV, etc.) _____

Endorsement(s) you are making application for: _____

*Would you be willing to obtain an ESL endorsement? Yes [] No []

POSITION DESIRED: Grade level choices: 1st _____ 2nd _____ 3rd _____

Subjects preferred: 1st _____ 2nd _____ 3rd _____

STUDENT TEACHING EXPERIENCE

School	District	City/State	Grade/Subject	Dates

CONTRACT TEACHING EXPERIENCE

School	District	City/State	Grade/Subject	Dates

If required as an essential function of the position, list extracurricular activities for which you qualify: _____

List special qualifications or abilities: _____

List three references that know your professional ability and personal character: (Include last immediate supervisor)

Name	Position	Mailing Address	Telephone

TEACHING INFORMATION:

1. Does this district presently employ you? Yes No
2. Are you a past employee of this district? (If yes, give dates) _____ Yes No
3. Are you related to any person responsible for hiring this position? Yes No
(If yes, please explain) _____
4. Have you ever applied for employment and been interviewed with this district? Yes No
5. Are you currently under contract with another school district? Yes No
Reason for seeking a change: _____
6. Have you ever had a teaching certificate or license revoked or suspended? Yes No
7. Have you ever been released from a contract; resigned to avoid termination or disciplinary action; been terminated, suspended, or placed on leave with or without pay? Yes No

IF YOU ANSWERED YES TO QUESTIONS 6 OR 7, A VOLUNTARY STATEMENT EXPLAINING THE CIRCUMSTANCES WOULD BE APPRECIATED.

PERSONAL INFORMATION:

1. Every applicant must meet legal age requirements. If hired, can you show proof of your age? Yes No
2. If employed, can you submit verification of your legal right to work in the United States? Yes No
(All employees of the district are required to complete the U.S. Department of Justice Employment Eligibility Verification form (I-9).)
3. If employed, will you submit to a fingerprint background check? Yes No
(All new employees of the district are required to complete a fingerprint background check.)
4. If employed, will you make a commitment to the District Drug Policy and sign the authorized form? Yes No
5. If employed, will you commit to follow the policies and procedures as outlined in the District Policy Manual?
Yes No
6. Have you ever been convicted of:
 - A. A sex-related crime, which involved force of minors? Yes No
 - B. A crime involving violence or the threat of violence? Yes No
 - C. A crime involving drugs or alcoholic beverages? Yes No
 - D. Any other conviction other than a minor traffic violation? Yes No

IF YOU ANSWERED YES TO ANY OF THESE QUESTIONS, PLEASE ATTACH AN EXPLANATION. (A 'yes' answer does not automatically disqualify an applicant)

AGREEMENT:

I certify that all answers given are true and complete to the best of my knowledge. I authorize the San Juan School District to make such investigations and inquiries of my personal employment and other matters as may be necessary in arriving at an employment decision. I hereby release persons giving information of past employment experiences from all liability in responding to inquiries in connection with my application. This is to include any request for personnel files from past employment. In the event of employment, I understand that false or misleading information given in my application or interview(s) will result in discharge. In accordance with Utah State Law, San Juan School District will conduct a criminal background check (including taking my fingerprints), and I hereby waive my rights to further written notice of such. I also agree to pay the entire cost of fingerprinting and background check.

Signature of Applicant

Date

Applications will remain in active status only through December 1 of each year, unless renewed at the request of the applicant.