

Nettle Creek School Corporation

297 EAST NORTHMARKET ST.
HAGERSTOWN, INDIANA 47346
765.489.4543 765.489.4914 fax

CERTIFIED POSITION APPLICATION

Submission Date: _____

Name: _____

Soc. Sec. #: _____

Present Address: _____

Telephone: _____

Email: _____

Permanent Address: _____

Position(s) Applied For: _____

(Please specify grade levels or subject areas)

Begin work date: _____

EDUCATION

Name of School	Location	Years From / To	Graduation Year & Degree	Major/ Minor
High School:				
College:				
Clinics/Workshops:				
Extension Courses:				

List school or college activities engaged in and any honors received: _____

STUDENT TEACHING EXPERIENCE

Name of School	Location	Grade(s) or Subject(s) Taught	Years From / To	Total Years	Name of Principal or Superintendent

TEACHING AND/OR ADMINISTRATIVE EXPERIENCE

Name of School	Location	Grade(s) or Subject(s) Taught	Years From / To	Total Years	Name of Principal or Superintendent

Total Years Teaching Experience _____

IN State Teachers Retirement # _____

Please attach a copy of your teacher's license and a copy of your college transcript as these attachments will make your application eligible for consideration.

WORK EXPERIENCE OTHER THAN TEACHING

Company	Address	Position	Years From / To	Reason for Leaving

MILITARY EXPERIENCE

Branch of Service	Specialization	Rank	Dates From / To	Type of Discharge

REFERENCES

Please list three (3) individuals not related to you who have first-hand knowledge of your professional experience.

Name	Address	Phone	Occupation

AUTOBIOGRAPHICAL STATEMENT

In your own **handwriting**, write a statement concerning your background and experience, focusing particularly upon your qualifications for teaching, extra-curricular sponsorship, your cultural and avocational interests, and any unique qualifications (travel, honors, advanced study, participation in special programs, etc.) which may distinguish you from candidates with otherwise similar qualifications. Include those personal qualities that you would like to exemplify as a professional educator. (Attach sheet.)

NONDISCRIMINATION & EQUAL EMPLOYMENT OPPORTUNITY

Nettle Creek School Corporation does not discriminate on the basis of religion, race, color, national origin, sex, disability, marital status, genetic information, or any other legally protected characteristic, in its programs and activities, including employment opportunities.

GENERAL INFORMATION

1. Have you ever been terminated from a job or been asked to resign? Yes____ No____
If yes, please explain:_____
2. Have you received an unsatisfactory evaluation from an employer within the last five (5) years? Yes____
No____ If yes, please explain:_____
3. Have you ever been convicted of a crime, whether felony or misdemeanor, other than a traffic infraction?
Yes____ No____ (A conviction record will not necessarily be a bar to employment. Factors such as job relations,
age and time of the offense, seriousness and nature of violation and rehabilitation will be taken into account.) If yes, please
explain:_____
4. Do you currently have any pending criminal charges? Yes____ No____ If yes, please explain:_____
5. Only U.S. Citizens or aliens who have a legal right to work in the U.S. are eligible for employment. Can you,
upon employment, provide genuine documentation establishing your identity and eligibility to be legally
employed in the United States? Yes____ No____

AUTHORIZATION AND RELEASE

I hereby certify that all the information provided on this application is correct, accurate, and complete to the best of my knowledge. I understand that the falsification, misrepresentation, or omission of any facts will be cause for denial or termination of employment regardless of the timing or circumstances of the discovery. If employed, I agree to conform to the rules, regulations, policies, and procedures of Nettle Creek School Corporation at all times and understand that such obedience is a condition of employment.

I authorize Nettle Creek School Corporation to check my employment history, including without limitation, reference checks, and to seek the release of investigator information, including an "expanded criminal history," possessed by any private or public employer or any local, state, or federal agency. I authorize these private or public employees, or local, state, or federal agencies to provide Nettle Creek School Corporation any information they may release concerning the matters described herein, and I will cooperate to the extent necessary to obtain the release of this information.

I expressly waive in connection with any request for, or provision of such information, any claims or causes of action, including without limitation, defamation, infliction or emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against Nettle Creek School Corporation, its officials, employees, trustees or agents, or against any provider of such information.

I HAVE READ THIS AUTHORIZATION AND RELEASE OF ALL CLAIMS, AND I EXPRESSLY AGREE TO THE TERMS SET OUT HEREIN.

Signature:_____

Date:_____

Print Name:_____