

Why do you wish to teach at All Saints Episcopal School? *(If you need more space please attach a separate sheet of paper.)*

Briefly state your philosophy of teaching. *(If you need more space please attach a separate sheet of paper.)*

What do you feel are your strongest assets relative to the position for which you are applying? *(If you need more space please attach a separate sheet of paper.)*

By referencing events and situations that occurred in your most recent work experience and training, describe how those experiences will contribute to your becoming a positive factor in our school. *(If you need more space please attach a separate sheet of paper.)*

APPLICANT'S STATEMENT

I hereby authorize All Saints Episcopal School to investigate all statements contained in this application. I affirm that all the information contained in this application is true and complete and that any misrepresentation, falsification or omission herein, shall be sufficient reason for dismissal from, or refusal of, employment. I understand that my previous employers may be asked for information relative to my prior employment and I hereby authorize All Saints Episcopal School to release the same. I authorize All Saints Episcopal School to secure criminal records from any government units and I hereby authorize said government units to release the same. I agree, if accepted for employment, to comply with all rules and regulations of All Saints Episcopal School, to perform all duties assigned to me to the best of my ability, and to be responsible for All Saints Episcopal School property entrusted to my care. Furthermore, I agree to acquaint myself with school policy and abide thereby by reading the Employee Policy Handbook.

Signature _____

Date _____

RETURN TO:

ALL SAINTS EPISCOPAL SCHOOL
3222 103rd Street, Lubbock, Texas 79423
Phone: (806) 745-7701 Fax: (806) 748-0454
mdeeds@allsaintsschool.org www.allsaintsschool.org

AN EQUAL OPPORTUNITY EMPLOYER

All Saints Episcopal School is an equal opportunity employer. During the selection and employment process, individuals shall be employed without regard to race, creed, color, age, sex, religion, marital or veteran status, medical condition, disability, or any other legally protected reason. This application will remain on file for two years, but it must be reactivated annually if further consideration for employment is desired.



ALL SAINTS EPISCOPAL SCHOOL
 3222 103rd Street
 Lubbock, Texas 79423
 (806) 745-7701

*Teacher
 Administrator
 Coach
 Nurse
 Professional*

PROFESSIONAL APPLICATION FOR EMPLOYMENT

 First Middle Last (Use Legal Name on SSN Card) Maiden

 Social Security Number Driver's License Number e-mail address

Mailing Address: _____
 Address City State Zip

Permanent Address: _____
 Address City State Zip

Phone Numbers: _____
 Home Work Cell

Present Position: _____ Salary: _____
 Date of Application: _____ Date Available: _____
 Position Preferred: Elementary Secondary All-Level Administration
 Subject and Grade Level: 1st Choice: _____
 2nd Choice: _____
 3rd Choice: _____

CREDENTIALS TO BE INCLUDED WITH APPLICATION:
 _____ Teaching Certificate (copy) _____ Transcripts showing degrees and hours (copy)
 _____ Resume if available _____ Any certifications

EDUCATION

Check highest level attained: Bachelor degree Master degree Doctoral degree
GPA: Teaching Field _____ Undergraduate _____ English courses _____

College / Location	Major / Minor	Dates Attended	Degree / Certification earned

TEACHING OR OTHER SCHOOL EXPERIENCE

Employment Experience *(Begin with most recent - use additional sheet if need)*

Employer _____ Address of Employer _____
 Dates of Work _____ to _____ Subject/Grades taught _____
 Supervisor Name & Phone _____
 Reason for Leaving _____

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 Dates of Work _____ to _____ Subject/Grades taught _____
 Supervisor Name & Phone _____
 Reason for Leaving _____

CERTIFICATION

Certificate/License Information

Teacher Certificate No./ Other Credential No.	Issued by State	Type/Level Certificate	Areas of Specialization and Semester Hours	Date	
				Issued	Expires

TEXAS CERTIFICATION:

- A. Have you applied for or do you currently hold Texas certification? _____ If no, explain. _____
- B. Have you met certification examination requirements (ExCET/TEExES)? _____ If no, explain status of this requirement. _____
- C. Did you receive Texas certification prior to February 1, 1986? _____ If yes, have you passed the TECAT? _____
- D. Have you ever been issued an emergency certificate in Texas? _____ If yes, teaching field _____
- E. Are you currently working on additional certification? _____ Area _____ Sem. Hrs. Completed _____

OUT-OF-STATE CERTIFICATION:

- A. If out-of-state graduate, do you hold an out-of-state certificate? _____ If yes, please submit a copy with your application.
- B. If out-of-state certification is in progress, explain current status. _____

LICENSURE: (Nurses, OTs, PTs, SLPs, etc.)

If you are an applicant for a non-teaching position that requires licensure, please check licensure status:
 Valid license _____ License expired _____ License in progress _____

OTHER SKILLS

List any special abilities, interest, community activities, high school and/or college activities which would enhance your opportunity for employment, including unique or special achievements. _____

Check any extracurricular activities you might consider sponsoring:

Cheerleading Academic Events: _____ Student Clubs Other _____

LEGAL QUESTIONS

1. Have you ever failed to have a contract renewed with a school system? _____
2. Have you ever been dismissed or terminated from employment with a school system? _____
3. Have you ever resigned in lieu of proposed contract non-renewal or termination? _____
4. Have you ever had a teaching credential denied, revoked, or suspended in any state? _____
5. Within the last three years, have you ever been evaluated under the Texas PDAAS as unsatisfactory in one or more domains or as below expectations in two or more domains? _____

If the answer to any of the above questions is YES, you MUST explain:

6. Have you ever been suspended, with or without pay, during an investigation which led to your being given a reprimand for the alleged act for which the investigation was conducted? _____
In the following question, the term "conviction" includes a "no contest" or "nolo contendere" plea, probation, and deferred adjudication; the term "moral turpitude" includes offenses involving theft or attempted theft of any kind, fraud of any kind, sexual offenses, assaultive offenses, perjury, offenses involving minors, or any other offense contrary to justice, honesty, modesty, or good morals.
7. Have you been convicted of a felony offense of any kind or of any offense, felony or misdemeanor, involving moral turpitude? _____
8. Have you ever committed any offense which would appear on a criminal history check? _____
9. Are you aware of any reasons you would not be able to perform the duties of the position for which you are making application? _____

If the answer to any of the above questions is YES, you MUST explain:

REFERENCES

Professional: List names of three references capable of giving information about your work related abilities.

Full Name: _____ Title: _____
 Company: _____ Phone: (____) _____

Address _____ City _____ State _____ Zip _____

Full Name: _____ Title: _____
 Company: _____ Phone: (____) _____

Address _____ City _____ State _____ Zip _____

Full Name: _____ Title: _____
 Company: _____ Phone: (____) _____

Address _____ City _____ State _____ Zip _____

Personal: Give two references of persons who have known you for a period of years. These may include former teachers, principals, employers, friends, community leaders, clergy, or others.

Full Name: _____ Title: _____
 Company: _____ Phone: (____) _____

Address _____ City _____ State _____ Zip _____

Full Name: _____ Title: _____
 Company: _____ Phone: (____) _____

Address _____ City _____ State _____ Zip _____