



APPLICATION FOR EMPLOYMENT CERTIFIED PERSONNEL

Guntersville City Schools
P.O. Box 129
Guntersville, Alabama
Phone (256) 582-3159 Fax (256) 582-6158
www.guntersvilleboe.com

Please
Attach
Photo
Here
(Optional)

Completed application file must include the following official transcripts; three letters of recommendation; copy of teaching certificate or official letter from college or university; proof of S.D.E. background clearance.

Name _____ Date _____
Last First Middle/Maiden

Present Address _____ Valid until _____
(Street or P.O. Box) (City) (Zip)

Present Telephone Number _____ Alternate Telephone number _____

Social Security Number _____ e-mail: _____

State any health problems related to the performance of duties in the assignment area _____

Position for Which You Are Applying _____ Grade Level Preference _____

Kind of certificate held _____ Date Issued _____ Issued By _____
Admin/Elem/Sec/Early Childhood/etc.

Secondary Areas of Endorsement – Semester hours _____
End. Hrs. End. Hrs. End. Hrs. End. Hrs.

Subject areas preferred _____

Deemed "Highly Qualified" (using AL Model/NCLB Requirements) in this subject area? _____

Plans for graduate work _____

Are you now under contract? _____ If Yes, until what date? _____

EDUCATIONAL PROFESSIONAL TRAINING

	Name of School	Area of Study	Degree	Year of Graduation	Date Attended
High School					
College		Major _____ Minor _____			
University		Major _____ Minor _____			
Graduate Work		Major _____ Minor _____			

_____ Date _____ Signature _____

It is the policy of the Guntersville City School System that no person shall be denied employment, be excluded from participation in, be denied the benefits of, or subjected to discrimination in any program or activity on the basis of sex, race, religion, handicap, belief, national origin, age, or ethnic group.

EMPLOYMENT HISTORY

Name of School or Institution and Address	Grade/Subject Taught or Position Held	Date From - To	No. of Years	No. of Employees	Reason for Leaving

STUDENT TEACHING

Name of School or Institution	Address	Date From - To	Supervisor	Position

OTHER WORK EXPERIENCE

Name of School or Institution	Address	Date From - To	Supervisor	Position

REFERENCES - *These should be persons qualified to answer questions concerning your qualifications for the position you seek.*

Name	Position	Address

ADDITIONAL REMARKS - *Please include in this section any other relevant information about yourself which you feel the Principal, Superintendent, and Board of Education would benefit from knowing and which may enhance your opportunities for employment.*

SPECIAL INTERESTS - *List any hobbies or special interests you have which you feel would be an asset to you in the position you seek.*

AWARDS - *Please list special recognition or awards you have received.*

In your own handwriting, state your basic educational philosophy. (Use paragraph form)

List by priority your greatest strengths as a teacher/administrator.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

List your professional improvement goals.

- 1.
- 2.
- 3.
- 4.

State briefly why you desire this position.

Underscore any of the following which you are able and willing to coach or direct successfully:

Debate, drama, oratory, orchestra, choir, string music, piano, annual, journalism, football, basketball, track, golf, tennis, wrestling, cross country, gymnastics, art, baseball, volleyball, soccer, cheerleading, and academic competition teams.

Name any others: _____

APPLICANT – Do not write on this page

Interviewer	Date	Comments
RESULTS OF REFERENCE CHECK		RESULTS OF TRANSCRIPT CHECK

FOLLOW-UP INFORMATION

Principal shall notify applicant of employment status at the earliest possible date. It shall be the responsibility of the principal to record all follow-up information.

(Applicants, Do Not Write in the Space Below)

References mailed _____

Acknowledge Receipt of References Mailed _____

Acknowledge Receipt of Application _____

Date of Interview _____ Assignment _____

Date of Employment _____

GUNTERSVILLE CITY BOARD OF EDUCATION
 P O. Box 129
 Guntersville, AL 35976
 Telephone (256) 582-3159
 www.guntersville.com

OFFICE HOURS
Monday - Friday / 7:30 -4:00
SUMMER HOURS
Monday - Thursday / 7:00 -4:30