

EMPLOYMENT APPLICATION

BLOOMBURG INDEPENDENT SCHOOL DISTRICT

307 W Cypress ~ Bloomburg, Texas 75556 (903) 728-5216 ~ Fax: (903) 728-5399

www.bloomburgisd.net

We consider applicants for all positions without regard to race, color, national origin, age, religion, sex, marital status, disability, or any other legally protected status.

PERSONAL DATA	Date of application _____ Social Security Number _____	
	Name _____ <small style="display: inline-block; width: 30%; text-align: center;">Last</small> <small style="display: inline-block; width: 40%; text-align: center;">First</small> <small style="display: inline-block; width: 30%; text-align: right;">Middle initial</small>	
	Current address _____ <small style="display: inline-block; width: 30%; text-align: center;">Street/Box</small> <small style="display: inline-block; width: 20%; text-align: center;">City</small> <small style="display: inline-block; width: 15%; text-align: center;">State</small> <small style="display: inline-block; width: 35%; text-align: right;">Zip Code</small>	
	Work phone _____ Home phone _____	
	Other name(s) that may appear on records _____ <small style="font-size: 0.8em;">(Used for certification, reference, and criminal history records checks)</small>	
	Languages you can read, speak or write fluently: _____ E-mail address: _____	

POSITION DATA	Position(s) for Which You are Applying		
	ELEMENTARY	SECONDARY	SUPPORT PERSONNEL
	Kindergarten	Jr. High, Grades 7 - 8	Administrator
	Grades 1 - 2	High School, Grades 9 - 12	Counselor
	Grades 3 - 6	Teaching Fields:	Librarian
	Bilingual Education	Special Education	Nurse
	Special Education	Other	Maintenance
			Custodial
			Cafeteria
			Clerical
		Other	
Specialized Activities You Can Direct: _____			
Grade Level Preference: _____ Subject Preference: _____			

WORK EXPERIENCE	Please provide a complete listing of all work experience for the past ten years. Attach additional sheets if necessary. You may also attach a resume. (Begin with most recent position held.)					
	Employer	Position	Dates Employed	Phone Number	Supervisor	Reason for Leaving
			From To	(Include Area Code)		
Total years of Teaching Experience: _____ (If applicable) <small>(A copy of your Teacher Service Record must be attached in order to verify years of experience)</small>						

HUMAN RESOURCE OFFICE USE ONLY

Criminal History _____ Professional References _____	Certification/License _____
Interviewed by _____ Date _____	Assignment _____
Second Interview _____ Date _____	Beginning Date _____ Approved by _____
Recommended by _____ Date _____	Pay Amount (Salary/Hourly) _____

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EDUCATION	High School Attended: _____ Graduated ____ Yes ____ No <div style="display: flex; justify-content: space-between; width: 100%;"> <i>School Name</i> <i>City, State</i> </div>																									
	College <i>(Please attach a copy of your official college transcripts)</i>																									
	Name of Institution	Location	Dates Attended From/To	Graduation Date	University Level of Degree/Diploma	Major	Minor																			
List all subject areas in which you have completed 12 or more hours:																										
Subject				Semester Hours Completed																						
Student Teaching																										
Name/Location of School	Phone Number <small>(Include Area Code)</small>	Grade/Subject	Dates Taught From/To	Principal Supervisor	College/ University Supervisor																					
CERTIFICATION – TEACHERS ONLY	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width: 25%;">Type of Certificate/License <small><i>(Attach a copy of your certificate/license)</i></small></th> <th style="width: 25%;">Teaching Fields</th> <th style="width: 15%;">Date Issued</th> <th style="width: 15%;">Expiration Date</th> <th style="width: 20%;">State</th> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>						Type of Certificate/License <small><i>(Attach a copy of your certificate/license)</i></small>	Teaching Fields	Date Issued	Expiration Date	State															
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Have you successfully completed the appropriate EXCET tests? ____ Yes ____ No																										
If no, what date are you scheduled to take the exam(s): _____																										
Have you ever been sanctioned by SBEC (State Board for Educator Certification) or any other regulatory or professional licensing agency? ____ Yes ____ No																										
If yes, please provide clarifying information (when, where, nature of offense) below:																										

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GENERAL INFORMATION	<p>Are you retired from the Teacher's Retirement System of Texas? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Have you previously been employed by Bloomburg ISD? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when _____</p> <p>Do you have a relative who is a member of the Bloomburg ISD Board of Trustees or who is employed with the District? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide the relative's name, relationship and position held: _____</p> <hr/> <p>Have you ever been involuntarily terminated, asked to resign, or resigned due to employee misconduct from any previous employer: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide the name of employer, dates of employment, and reason(s) for such action: _____</p> <hr/> <p>Have you ever been convicted of, plead guilty or no contest (nolo contendere) to, or received probation, suspension, deferred adjudication for a felony or any offence involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor?) <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach statement of the nature of the offence.</p> <p><small>(A felony conviction is not an automatic bar to employment. The district will consider the nature, date, and relationship between the offense and the position for which you are applying.)</small></p>																														
EMPLOYMENT REFERENCES	<p>Please list references that are familiar with your professional skills and abilities. Include your most recent immediate supervisor(s). You may also list additional references (department heads, team leaders, curriculum specialists, professors, etc.)</p> <p align="center">Please list most recent or current reference first.</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Name</th> <th style="width: 20%;">Position/Title</th> <th style="width: 20%;">Employer</th> <th style="width: 20%;">(Area code) Phone Number</th> <th style="width: 20%;">Mailing Address (include zip code)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Name	Position/Title	Employer	(Area code) Phone Number	Mailing Address (include zip code)																									
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VERIFICATION

I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge. I understand that any deliberate falsification, misrepresentation, or omission of facts may be grounds for rejection of my application or dismissal from subsequent employment.

I authorize the references listed on previous pages to provide the Bloomburg ISD with any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release such parties from liability for any damage that may result from furnishing said information.

I understand that the District is authorized by Texas Education Code §22.083 to obtain criminal history record information on applicants the district intends to employ.

Signature

Date

This application becomes the property of Bloomburg Independent School District. The District reserves the right to accept or reject the applications. This submission shall be considered active for a period of time not to exceed two calendar years from the date of its submission to BISD, after which the applicant must notify the Human Resource Department of his/her desire to remain in an active status. Applicants are responsible for notifying the Human Resource Department of any changes in personal information (i.e. name, address, telephone number) or other status while his/her application is active.

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CONFIDENTIAL

The Bloomburg Independent School District is authorized by state law to obtain criminal history record information on applicants the district intends to employ (Texas Education Code §22.083.) The information requested below is necessary to obtain criminal history record information.

Please print

Name _____
Last First Middle

Social Security Number _____ Date of Birth _____

Sex: _____ Male _____ Female Ethnicity: _____

I understand that the information I am providing regarding age, sex, and ethnicity will not be used to determine eligibility for employment but will be used *solely* for the purpose of obtaining criminal history record information.

Signature

Date