

(Do not write here)

WEST FRANKLIN USD #287

510 East Franklin
Pomona, Kansas 66076
785-566-3396

APPLICATION FOR CERTIFIED EMPLOYMENT

Date: _____ 20_____

(Last Name) (First Name) (Middle Initial)

COMPLETE ADDRESS AND HOME PHONE NUMBER AND CELLPHONE:

Present: _____

Permanent: _____

TEACHING POSTION(S) DESIRED:

1ST Preference: _____

2ND Preference: _____

3RD Preference: _____

EDUCATIONAL AND PROFESSIONAL TRAINING:

	Type of School	Name of School and Location	Type of Degree	Dates	Total Semesters of Education
High School					
Undergraduate					
Graduate Work					
Special Work					

Number of semester hours in major field: Undergraduate_____ Graduate_____

Number of semester hours in major field: Undergraduate_____ Graduate_____

College Honors and Activities: _____

What activities can you sponsor or coach? _____

Elementary only: Can you teach your own Art? _____ Physical Education? _____

Number of credit hours in field of Reading: Undergraduate? _____ Graduate? _____

TEACHING EXPERIENCE

Name of School and Location	Grade/Subjects Taught	Dates

REFERENCES

List below persons who know about your ability as a teacher and about your general qualifications. Qualification of applicants under consideration may be investigated by correspondence. Four recent references are requested.

NAME AND TITLE

ADDRESS AND PHONE NUMBER

_____	_____
_____	_____
_____	_____
_____	_____

GENERAL INFORMATION

Do you hold a Kansas Teaching Certificate? _____ Expiration: _____ Teacher Certificate

Endorsements: _____ Are you now under contract? _____ Expiration: _____

Present annual salary: _____ Expected Annual Salary: _____

Have you ever been dismissed or asked to resign from employment? (Yes or No) _____

If yes, please explain: _____

Why do you wish to leave your present position? _____

How long do you plan to reside in this area? _____

Do you plan to continue graduate work? _____ If so, in what field? _____

Where? _____

In the event of a vacancy, Unified School District No. 287 will need a completed application on file, a copy of your resume, a copy of your teaching certificate, and your credentials sent to our office. Please note: the afore-mentioned items are needed only in the event of a vacancy.

Have you requested your credentials to be sent to our office? _____

Name of University: _____

OTHER WORK EXPERIENCE

Employer & Location	Duties	Months	Dates
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

OTHER REFERENCES

Name	Address	Phone #	Area of Reference
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

AGREEMENT

I hereby certify that the above information is true, accurate, and complete, to the best of my knowledge. Any misrepresentation or willful omissions of facts shall be sufficient cause for disqualification of this application or termination of employment. Furthermore, it is understood that this application and records become the property of the District which reserves the right to accept or reject it. I further agree to observe all rules, regulations, and policies of the District now in force and effect or as they may change during my employment, if I am employed by the District.

In addition, I hereby authorize Unified School District No. 287 to conduct work history, personal reference, and/or Franklin County Sheriff's Office record inquiries to determinemy acceptability for employment.

Signature of Applicant

Notice to Applicant:

It is the policy of the Board of Education of Unified School District No. 287, Pomona, Kansas to assure equal opportunity to qualified individuals regardless of their race, religion, color, sex, disability, national origin, ancestry, or age, and to promote the full realization of equal employment opportunities to everyone.

This policy covers all aspects of employment relationship including recruitment, hiring, placement, promotion, transfer, training and apprenticeship, compensation, layoff, termination, and harassment.

ADDITIONAL DATA

State briefly our reasons for wishing to teach in U.S.D. 287:

Please mention here anything not included elsewhere in this application which you feel will further support your candidacy.

APPLICANT: Please return with letter of application, resume of additional information, and a copy of valid Kansas Certificate.

