

BROOKELAND INDEPENDENT SCHOOL DISTRICT

Rt. 2 Box 18

SUPERINTENDENT
PHONE: (409) 698-2677
FAX: (409) 698-2533

BROOKELAND, TEXAS 75931
"Touching The Future Through Teaching"

ELEMENTARY/SECONDARY
PHONE: (409) 698-2152 OR (409) 698-2413
FAX: (409)698-9874 OR (409) 698-2891

Employment Application for Professional Personnel

We consider applicants for all positions without regard to race, color, national origin, age, religion, sex, marital, or veteran status, the presence of a medical condition, disability, or any other legally protected status.

An Equal Opportunity Employer

Personal Data	Date of application _____ Social Security number _____			
	Name _____			
	Last	First	Middle Initial	
	Current address _____			
	Street/Box	City	State	Zip Code
	Other address where you may be reached _____			
Work phone _____		Home phone _____		
Other name that may appear on records _____				
(to be used for reference checks)				
Position Data	List the positions for which you are applying _____			
	Credentials included with application:			
	<input type="checkbox"/> Resume			
	<input type="checkbox"/> All teaching and professional certificates or licenses (front and back, if appropriate)			
	<input type="checkbox"/> All transcripts showing degrees			
Date you can begin work _____				
Have you ever been employed by this school district? yes <input type="checkbox"/> no <input type="checkbox"/>				
If yes, give dates of employment: _____				
Education/Training	Names and locations of schools attended	Course of study: major/minor fields	Diploma, degree, certificate, or license held	Year graduated (college only)

EMPLOYMENT PRACTICES

Certification	<p>Certificate or license held currently</p> <p><input type="checkbox"/> None</p> <p><input type="checkbox"/> Valid Texas</p> <p><input type="checkbox"/> Valid other state _____</p> <p><input type="checkbox"/> Emergency (Texas only)</p> <p><input type="checkbox"/> Texas one-year certificate: expires on _____</p> <p><input type="checkbox"/> Texas temporary administrative: expires on _____</p> <p>Areas of specialization</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none;"><input type="checkbox"/> Administrator</td> <td style="width: 33%; border: none;"><input type="checkbox"/> All level art</td> <td style="width: 33%; border: none;"><input type="checkbox"/> Vocational (specify): _____</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Superintendent</td> <td style="border: none;"><input type="checkbox"/> All level health and PE</td> <td style="border: none;"><input type="checkbox"/> Nurse</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Principal</td> <td style="border: none;"><input type="checkbox"/> All level music</td> <td style="border: none;"><input type="checkbox"/> Visiting teacher</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Midmanagement administrator</td> <td style="border: none;"><input type="checkbox"/> Librarian</td> <td style="border: none;"><input type="checkbox"/> Supervisor</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Elementary</td> <td style="border: none;"><input type="checkbox"/> Counselor</td> <td style="border: none;"><input type="checkbox"/> Other (specify): _____</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Elementary and kindergarten</td> <td style="border: none;"><input type="checkbox"/> Special education (specify): _____</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Secondary (junior and senior high)</td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> </table>	<input type="checkbox"/> Administrator	<input type="checkbox"/> All level art	<input type="checkbox"/> Vocational (specify): _____	<input type="checkbox"/> Superintendent	<input type="checkbox"/> All level health and PE	<input type="checkbox"/> Nurse	<input type="checkbox"/> Principal	<input type="checkbox"/> All level music	<input type="checkbox"/> Visiting teacher	<input type="checkbox"/> Midmanagement administrator	<input type="checkbox"/> Librarian	<input type="checkbox"/> Supervisor	<input type="checkbox"/> Elementary	<input type="checkbox"/> Counselor	<input type="checkbox"/> Other (specify): _____	<input type="checkbox"/> Elementary and kindergarten	<input type="checkbox"/> Special education (specify): _____		<input type="checkbox"/> Secondary (junior and senior high)					
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Teaching Experience	<p>List teaching experience beginning with most recent years.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Names and locations of schools</th> <th style="width: 30%;">Type of assignment</th> <th style="width: 20%;">Dates taught</th> <th style="width: 20%;">Reason for leaving</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Names and locations of schools	Type of assignment	Dates taught	Reason for leaving																				
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Other Work Experience	<p>Please provide a list of all other jobs or administrative positions you have held in the past ten years. Attach additional sheets if necessary. Please attach resume, if available.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">School district/Firm name</th> <th style="width: 30%;">Position/Title</th> <th style="width: 20%;">Dates employed</th> <th style="width: 20%;">Reason for leaving</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	School district/Firm name	Position/Title	Dates employed	Reason for leaving																				
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EMPLOYMENT PRACTICES

Professional Data	<p>Please list relevant professional activities. Omit references to organizations that would reveal race, age, ethnic origin, or religious persuasion.</p> <p>Papers/articles published _____ _____</p> <p>Seminars/workshops conducted _____ _____</p> <p>Other related professional activities _____ _____</p>																									
General Information	<p>Do you have a relative who is a member of the _____ SD Board of Trustees? yes <input type="checkbox"/> no <input type="checkbox"/></p> <p>If yes, please provide the name of the relative and the relationship: _____ _____</p> <p>Have you ever been convicted of or plead guilty or no contest (nolo contendere) to, or received probation, suspension, or deferred adjudication for a felony or offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, or indecency with a minor)? yes <input type="checkbox"/> no <input type="checkbox"/></p> <p>If yes, please state where, when, and the nature of the offense. _____ _____ _____</p> <p>(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.)</p>																									
References	<p>Please list references the District may contact regarding your work history. Include all managers and supervisors who evaluated or supervised your performance at your last two employers.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Full name of reference</th> <th style="width: 20%;">School district/ Firm name</th> <th style="width: 20%;">Mailing address</th> <th style="width: 20%;">Position/Title</th> <th style="width: 20%;">Area code/ Phone number</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> </tbody> </table>	Full name of reference	School district/ Firm name	Mailing address	Position/Title	Area code/ Phone number																				
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CRIMINAL HISTORY RECORD INFORMATION ADDENDUM

CONFIDENTIAL*

The _____ SD is authorized by Texas Education Code 22.083 to obtain criminal history record information on persons the District intends to employ. The information requested below is necessary to obtain criminal history record information.

Full name _____ (print)
Last First Middle

Social Security number _____ Date of birth _____

Sex: Male Female Ethnicity: Black White/Other

I understand the information I am providing about 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

*This form will be removed from the application and filed separately.