



**PROFESSIONAL REFERENCES** – Four written professional references must be received before your application may be placed in active status. List persons who possess direct knowledge of your qualifications for the position(s) in which you are applying, e.g., former supervisors, superintendents, principals, professors, etc.

Name	Address	Position	Phone Number

Are your professional references on file in a college placement office? \_\_\_\_\_ If yes, request a copy to be sent to us.

**PERSONAL DATA** – Respond fully to all items. Use “Remarks” space below to add personal information or to explain responses.

Are you a U.S. Citizen? \_\_\_\_ Estimate the number of days you have been absent form work or college in the past three years due to illness or injury. \_\_\_\_\_ Have you even been discharged or requested to resign from a former position? \_\_\_\_ If yes, explain. Have you ever been refused renewal of a contract? \_\_\_\_ If yes, explain. Have you ever been convicted of a violation of law other than a minor traffic offense? \_\_\_\_ If yes, give charge, date, location, and disposition. Remarks (Use additional sheets if required): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Present Position \_\_\_\_\_ Date available for employment \_\_\_\_\_

Why do you wish to leave your present position? \_\_\_\_\_

\_\_\_\_\_

College Hours, Courses, and Degrees Earned \_\_\_\_\_

\_\_\_\_\_

**NOTE TO APPLICANT:**

Thank you for completing this application. The information which you have provided will be held confidential. Your application and personal references will be reviewed carefully. As appropriate vacancies occur, we shall schedule personal interviews as necessary. Your application folder will remain active for one year, unless you instruct us otherwise. You may update the information in the application folder at any time.

Central School District No. 1 is an equal opportunity/affirmative action employer and no person on the basis of race, color, national origin, age, sex, handicap or any other category covered by law, be denied employment.

**APPLICANT'S STATEMENT:**

Your application will not be processed unless you sign and date the statement below.

I hereby certify that the facts set forth in this application for employment are true and complete to the best of my knowledge. I understand that if employed, falsified statements on this application shall be considered sufficient cause for dismissal. You are hereby authorized to make any pertinent investigation of my background.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_