

USD #344  
PO Box 480  
Pleasanton, KS 66075  
913-352-8534

**APPLICATION FOR CERTIFIED EMPLOYMENT**

Date \_\_\_\_\_

Notice to Applicant:

It is the policy of the Board of Education of Unified School District No. 344, Pleasanton, KS, 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 the employment relationship including recruitment, hiring, placement, promotion, transfer, training and apprenticeship, compensation, layoff, termination, and harassment.

\_\_\_\_\_  
(Last Name) (First Name) (Middle Name)

COMPLETE ADDRESS AND PHONE NUMBER:

Present: \_\_\_\_\_

Permanent: \_\_\_\_\_

TEACHING POSITION(S) DESIRED:

Elementary \_\_\_\_\_

Secondary \_\_\_\_\_

Other \_\_\_\_\_

**EDUCATIONAL AND PROFESSIONAL TRAINING**

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

**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. Five 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? \_\_\_\_\_ If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_ If yes, please explain by confidential letter.

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

Why do you wish to teach in this district? \_\_\_\_\_

How long do you plan to reside in this area? \_\_\_\_\_ Do you plan to continue

graduate work? \_\_\_\_\_ If so, in what field? \_\_\_\_\_

Where? \_\_\_\_\_

What extra-curricular activities are you willing to direct and/or sponsor? \_\_\_\_\_

In the event of a vacancy, Unified School District No. 344 will need a completed application on file, a copy of your resume', a copy of your teaching certificate, your transcripts and your credentials sent to our office. 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: \_\_\_\_\_

### 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. 344 to conduct work history, personal reference, and/or police record inquiries to determine my acceptability for employment.

\_\_\_\_\_  
Signature of Applicant