

UINTAH SCHOOL DISTRICT

635 West 200 South
 Vernal, UT 84078
 Phone: (435) 781-3100
 FAX: (435) 781-4695

TEACHER / ADMINISTRATOR APPLICATION

Date _____

I. Personal Information

Name _____ Phone _____ Alt. Phone _____
 Home (mailing) Address _____
 Temporary (mailing) Address _____

Education: (Circle one) BS BS30 BS45 MS MS45 PhD

II. Position Desired

List in order of preference the grades / subjects you are qualified to teach:

1. _____ 2. _____ 3. _____

III. Educational Preparation (When claiming college training and certification, you must provide transcripts or other official documents, original or photocopy, with this application.)

Institution	Location City and State	Dates Attended	Degree	Semester Hours	Major	Minor	Honors

Professional Educator License(s) you now hold:

Certificate	Effective Date	Expiration Date	Issued in which State	Specifically, what does your certificate license you to teach?

Endorsements _____

Awards, Honors _____

Special Skills / Experiences _____

IV. List three references who know your personal character.
 (Do not include relatives)

Name	Address	Phone

V. Special Information

Are you related to any current School District administrator or board? Yes No
 If so, explain _____

Do you wish Veteran Preference? Yes No
 Conflict Era _____ Discharge Status _____ Date _____

VI. Chronological Employment History (most recent first)

1. Dates From To	Employer	Position
		Title
Type of Business		Supervisor
Address		Hours Worked Per Week
Phone		Reason For Leaving

Duties

2.	Dates		Employer	Position
	From	To		
			Title	
Type of Business			Supervisor	
Address			Hours Worked Per Week	
Phone			Reason For Leaving	
Duties				

3.	Dates		Employer	Position
	From	To		
			Title	
Type of Business			Supervisor	
Address			Hours Worked Per Week	
Phone			Reason For Leaving	
Duties				

4.	Dates		Employer	Position
	From	To		
			Title	
Type of Business			Supervisor	
Address			Hours Worked Per Week	
Phone			Reason For Leaving	
Duties				

5.	Dates		Employer	Position
	From	To		
			Title	
Type of Business			Supervisor	
Address			Hours Worked Per Week	
Phone			Reason For Leaving	
Duties				

VII. Other Information

1. Have your credentials ever been suspended or revoked? Yes No
2. Have you ever been dismissed from or not re-employed in any teaching/administrative position? Yes No
3. Have you ever been arrested for an alleged violation of law other than a minor traffic violation? Yes No
4. Have you ever pled guilty and had your guilty plea held in abeyance in a criminal proceeding, or entered into a diversion agreement? Yes No
5. Have you ever been placed on probation in conjunction with a criminal charge or conviction? Yes No
6. Are any criminal charges or proceedings pending against you? Yes No

*** If you answered yes to any of the above, provide a letter of explanation. Each conviction will be judged in relation to the time, seriousness, circumstance, and relationship to position sought, and will not necessarily bar you from employment.*

7. Are you a U.S. Citizen Yes No
8. If hired, are you willing to spend the time necessary to plan, organize, and successfully fulfill your assignment? Yes No
9. If hired, are you willing to supervise school activities and attend meetings outside of school hours? Yes No
10. If hired, are you willing to accept assignments from the principal/superintendent to assure an efficient, safe and cooperative school/district environment? Yes No
11. Are you willing to do the things which will help you to be a better educator such as professional reading, in-service training, staff development activities, etc? Yes No
12. Do you understand that, in order for your application packet to be considered complete, you must include the following documents:
 - a cover letter explaining clearly how you qualify/meet district expectations for the position;
 - evidence of educator license and applicable endorsements;
 - undergraduate and graduate transcripts documenting evidence of a college degree from an accredited institution;
 - a minimum of three letters of recommendation, including at least one from a direct supervisor (does not have to be a current supervisor), which address candidates skills at working effectively with students, parents, staff and community members.Yes No
13. Do you understand that you are responsible to complete the following prior to receipt of your first paycheck, if hired:
 - complete and sign this application;
 - complete the Federal I-9 and W-4 forms;
 - submit to and pass a criminal background check;
 - provide transcripts of credit from all colleges and universities attended;
 - provide evidence of a current Utah State Teaching License that qualifies you to teach in the classes to which you are assigned.Yes No

VIII. Informed Consent and Release of Liability

I HEREBY CERTIFY that all statements made hereon are true and correct to the best of my knowledge and authorize the superintendent of Uintah School District or his designee to investigate, either orally or in writing, any and all of my past and present work, education, and law enforcement records to ascertain any and all information which may be pertinent to my employment qualifications. The release of any and all information is authorized whether same is of record or not, and I do hereby release from all liability persons and organizations reporting information required by this application.

I understand that any false statements or deliberate material omissions shall be sufficient cause for dismissal or disqualification from employment. I hereby waive any right to see any written materials submitted to the district in response to the above inquiries or notes of any oral communication relative to such inquiries. I understand that if I am hired by the district and any information received in response to the above inquiries is placed in my personnel file, that I may be denied the right to inspect such material. In the event I am employed by Uintah School District, I also give my permission for the superintendent or his designee to provide on request from future prospective employers, any information relating to my employment with Uintah School District.

Signature _____ Date _____ Witness _____ Date _____

UINTAH SCHOOL DISTRICT is an equal opportunity employer. Applicants are considered on the basis of employment qualifications without regard to race, color, political affiliation, religion, sex, national origin, age, marital status, medical condition, or handicap. Inquiries regarding Uintah School District's hiring practices may be addressed to: Human Resources Director, Uintah School District, 635 West 200 South, Vernal, UT 84078.

**Applicants are encouraged to keep a copy of the application for their records. Submitted application packets and attachments will not be returned to the applicant.