



# Sheldon Community School District Teacher Employment Application

(Please type or word process employment application)

Application Date: \_\_\_\_\_

Date Available: \_\_\_\_\_

Name (including any and all other names you have used): \_\_\_\_\_

Social Security #: \_\_\_\_\_

U.S. Citizen:  Are you legally eligible to work in the United States?

Current Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Current Address: \_\_\_\_\_

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

Position(s) for which you are applying: \_\_\_\_\_

Are you available full time?  Are you willing to consider less than full time?

Are you under a teaching contract for next year?  Where? \_\_\_\_\_

College*	Location	Degree major & minor fields	Number of hours beyond highest degree	Date attended / graduated

*\*Please provide transcripts from each college you have attended. An unofficial transcript will be acceptable at this time; you may be asked to provide a complete, original transcript at a later date.*

High school attended: \_\_\_\_\_ Location: \_\_\_\_\_

Have you applied for your Iowa Teacher License?  Iowa Folder Number:

Do you hold a license from another state?  If so, which state(s)?

What certificates, endorsements or approvals have you achieved (include coaching authorization)?  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Education and/or other employment** *Please begin with the current/most recent information. Teachers may include paid or volunteer activities other than classroom teaching and new teachers should include student teaching and other field experiences. If there is not sufficient space on this application please attach additional sheets and clearly identify said sheets as "education and/or other employment."*

School District/Employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Supervisor's Name: \_\_\_\_\_  
Dates of Experience: \_\_\_\_\_ to \_\_\_\_\_ Position: \_\_\_\_\_  
Duties and responsibilities (include coaching and/or extracurricular activities): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

School District/Employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Supervisor's Name: \_\_\_\_\_  
Dates of Experience: \_\_\_\_\_ to \_\_\_\_\_ Position: \_\_\_\_\_  
Duties and responsibilities (include coaching and/or extracurricular activities): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

School District/Employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Supervisor's Name: \_\_\_\_\_  
Dates of Experience: \_\_\_\_\_ to \_\_\_\_\_ Position: \_\_\_\_\_  
Duties and responsibilities (include coaching and/or extracurricular activities): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

School District/Employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Supervisor's Name: \_\_\_\_\_  
Dates of Experience: \_\_\_\_\_ to \_\_\_\_\_ Position: \_\_\_\_\_  
Duties and responsibilities (include coaching and/or extracurricular activities): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

**Military:**

Active Duty: \_\_\_\_\_ to \_\_\_\_\_ Reserve Duty: \_\_\_\_\_  
Branch: \_\_\_\_\_ Branch: \_\_\_\_\_  
Location of Duty: \_\_\_\_\_ Obligation: \_\_\_\_\_  
Rank at Discharge: \_\_\_\_\_ Times of Current Training Duty: \_\_\_\_\_  
Type of Discharge: \_\_\_\_\_

**References:** List at least two persons (not related to you) who have evaluated your teaching skills and abilities.  
List at least one person (not related to you) who can speak to your character.

Name	Employer & Address	Position	Phone: Work & Home

Have you previously held a licensed position in an Iowa public school? Yes/No  
 District(s)? \_\_\_\_\_

If yes, have you successfully completed an official probationary period in a public school district?   
 If yes, what was the length of the probationary period?

**Background Check and Information**

In addition to the following information, the District may require thorough background checks as required by the Iowa Code. The District will provide the forms necessary to obtain these background checks.

If "Yes" is selected in response to any of the following questions, attach additional sheets and clearly identify said sheets as "Background Check and Information" with a detailed explanation. "YES" answers to the following questions will not necessarily result in denial of an offer of employment. The District will consider all the circumstances, including the date and nature of events that have led to the actions described below. Your written explanation will assist the District in determining your eligibility and suitability for an offer of employment.

1. Have you ever been convicted of, admitted committing, pleaded no contest, or are you awaiting trial for any crime (excluding only minor traffic violations that do not involve any allegations of alcohol, drugs or reckless driving) or have any civil charges, previously or pending, involving allegations of child abuse or spousal abuse? You must answer "YES" if true, even if the matter was later dismissed, deferred, reversed, or vacated. If you answer "YES", you must provide dates of the proceedings, the name and address of the court where the proceedings occurred, a statement of the accusation against you and the final disposition of the case(s).

NO       YES (If yes, attach a separate sheet for explanation)

2. Have you ever been dismissed (fired) from any job, or resigned at the request of or pressure from your employer, or been provided a notice of termination, or left employment while charges against you or an investigation of your behavior was pending or been refused tenure, reappointment or continuing contract from any employer? You must answer "YES" if true, even if the matter was later resolved with any form of settlement or severance agreement, regardless of its terms. If you answer "YES", you must provide the date of termination or resignation and other action concerning tenure reappointment or continuing contract denial and the name, address and telephone number of the employer(s) and a statement of the alleged reasons for termination or resignation.

NO       YES (If yes, attach a separate sheet for explanation)

3. Have you ever had any license or certificate of any kind (teaching certificate or other professional license) revoked, suspended, or reprimanded, or have you in any way been sanctioned by or is any charge or complaint now pending against you before any licensing, certification or other regulatory agency or body, public or private? If you answer "YES", you must provide the dates of proceedings, name, address and telephone number of the agency or body where proceedings took place, a statement of the accusations against you, the final disposition and/or status of the charge or complaint.

**NO**       **YES** (If yes, attach a separate sheet for explanation)

4. Are you now being investigated for any alleged misconduct or other alleged grounds for discipline by any licensing, certification or other regulatory body (teacher certification or otherwise) or by your current or any previous employer? If you answer "YES", you must provide the name, address and telephone number of the employer or licensing body and statement of the accusation against you.

**NO**       **YES** (If yes, attach a separate sheet for explanation)

5. Have you ever been involved, or are you currently involved, or do you anticipate involvement in litigation either as the plaintiff/complainant/petitioner or defendant/respondent?

**NO**       **YES** (If yes, attach a separate sheet for explanation)

6. Are you now on (or have you ever been on) the Iowa Sex Offender Registry or any other comparable registry?

**NO**       **YES** (If yes, attach a separate sheet for explanation)

7. Are you now on (or have you ever been on) the Department of Human Services Child Abuse Registry or any other comparable registry?

**NO**       **YES** (If yes, attach a separate sheet for explanation)

Are you able to perform, with or without reasonable accommodation, the essential job functions required for this position as shown, in part, on the Job Description attached to this Application as Exhibit A?

If no, explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

