

# Certified Employment Application

## Rosalia School District No. 320

916 S. Josephine Ave.

Rosalia, WA 99170

Phone: (509) 523-3061

Fax: (509) 523-3861

www.rosaliaschools.com

ROSALIA SCHOOL DISTRICT provides Equal Educational Opportunities and Equal Employment Opportunities and does not discriminate in any programs or activities on the basis of sex; race; creed; color; religion; ancestry; national origin; age; economic status; sexual orientation, including gender expression or identity; pregnancy; marital status; physical appearance; a disability; veteran or military status; or the use of a trained dog guide or service animal. RSD provides equal access to the Boys Scouts and other designated youth groups. RSD complies with all applicable state and federal laws and regulations, including but not limited to: Title IX, Title VI of the Civil Rights Act, Section 504 of the Rehabilitation Act, and RCW 49.60 ("The Washington Law against Discrimination"). RSD's compliance includes, but is not limited to all District programs, courses, activities, including extra-curricular activities, services, and access to facilities.

Full name \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_  
Last First Middle

Other name(s) under which records may be listed \_\_\_\_\_  
Last First Middle

Present address \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Street City State Zip

Permanent address \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Street City State Zip

Person through whom you may be reached \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Present position or employment status \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Date able to initiate service \_\_\_\_\_

### To assure that you have a completed file in our office, please check the following:

1. Completed application form.
2. Cover letter.
3. Copies of all college/university transcripts.
4. Placement file or 3-4 letters of recommendation.
5. Copy of your teaching certificate.
6. Current resume.

### Mission Statement

Children are the future, and Rosalia School District is dedicated to the success of all children. We will:

**PARTNER** with staff, students, parents, and community;

**PROVIDE** a safe and nurturing educational environment;

**EDUCATE** all students to become self-sufficient life-long learners; and

**EMPOWER** all students to be competent, productive, and responsible caring citizens.

**ACADEMIC INFORMATION** Starting with last high school, list in order, all schools you have attended.

Name of school      Dates Attended      No. of Qrt. Credits Earned      Degree Earned      Major      Minor

High School

To

To

To

To

To

To

**REFERENCES**

List in order, from earliest to most recent, all immediate supervisors of certificated P-12 contract experience. Include all persons from whom you have professional reference forms. If deceased, please so indicate.

Name      Title/Position      City      State      ZIP      Area Code/Phone Number

**EXPERIENCE OUTSIDE OF P-12 CERTIFICATED EXPERIENCE**

List in order of occurrence military service, private sector, school-related employment, and volunteer service

Location      Dates of service      Title/Position      Full Time/Part Time?

To

To

To

**STUDENT TEACHING/INTERNSHIP EXPERIENCE**

List in order of occurrence.

TEACHERS – Include STUDENT TEACHING. DO NOT INCLUDE other teaching experiences or teacher observation course work in the section. SUPPORT STAFF (Counselor, OT, PT, Reading Specialist, Social Worker, Psychologist, Nurse, Audiologist) – Include INTERNSHIPS.

**FIRST STUDENT TEACHING/INTERNSHIPS (DO NOT INCLUDE other teaching experiences or teacher observation course work in this section).**

City \_\_\_\_\_ School \_\_\_\_\_ Grade/Subject \_\_\_\_\_

College \_\_\_\_\_ College Supervisor \_\_\_\_\_ Master Teacher \_\_\_\_\_

Principal \_\_\_\_\_ Date \_\_\_\_\_

**SECOND STUDENT TEACHING/INTERNSHIPS (DO NOT INCLUDE other teaching experiences or teacher observation course work in this section).**

City \_\_\_\_\_ School \_\_\_\_\_ Grade/Subject \_\_\_\_\_

College \_\_\_\_\_ College Supervisor \_\_\_\_\_ Master Teacher \_\_\_\_\_

Principal \_\_\_\_\_ Date \_\_\_\_\_

**CERTIFICATED SCHOOL EXPERIENCE**

List all contracted experience in order of occurrence. NOT daycare, student teaching, or substitute teaching.

District Name	Grade/Subject	School Years	Full Time/Part Time?	Reason for leaving
		To		
		To		
		To		

**LONG-TERM SUBSTITUTE EXPERIENCE**

List in order of occurrence all certificated substitute experience of at least 20 consecutive days in one assignment not listed above that occurred within the last two years.

District Name	Grade/Subject	School Years	Full Time/Part Time?	Reason for leaving
		To		
		To		
		To		

**SHORT-TERM SUBSTITUTE EXPERIENCE**

List in order of occurrence all certificated substitute experience not listed above.

District Name

Grade/Subject

School Years

Approximate No. of days

To

To

To

**CERTIFICATE INFORMATION**

List below, the teaching, administrative, and special certificates for the State of Washington which you hold. Include a copy of your certificate or your Professional Education or submit a copy upon receipt.

Type of Certificate (Initial, Continuing)

Number

Endorsement(s)

Issue Date

Expiration Date

Have you ever had a certificate revoked or suspended? \_\_\_\_ Yes \_\_\_\_ No (If yes, date of suspension or revocation) \_\_\_\_\_

Certificate type revoked \_\_\_\_\_ Reason \_\_\_\_\_

**ACTIVITIES**

Indicate activity positions in which you are interested. If interested in coaching, list sports and levels of competition, e.g., assistant head coach. Complete the Application for Varsity Head Coach available from the Human Resources office.

Activity

Grade Level

Activity

Grade Level

## CRIMINAL INFORMATION

**Have you been:** (If yes, attach a statement of explanation)

Yes  No a. **Convicted of any crime against children or other persons** (aggravated murder; first or second degree murder; first or second degree kidnapping; first, second, or third degree assault, or third degree assault of a child; first, second, or third degree rape of a child; first or second degree robbery; first degree arson; first degree burglary; first or second degree manslaughter; first or second degree extortion; indecent liberties; incest; vehicular homicide; first degree promoting prostitution; communication with a minor; unlawful imprisonment; simple assault; sexual exploitation of minors; first or second degree criminal mistreatment; child molestation; first or second degree sexual misconduct with a minor; patronizing a juvenile prostitute; child abandonment; promoting pornography; sell or distributing erotic material to a minor; custodial assault; violation of child abuse restraining order; child buying or selling; prostitution; felony indecent exposure; or any of these crimes as they may be renamed in the future?)

Yes  No b. Found in any dependency action or by a court in a domestic relations proceeding or in any disciplinary board final decision to have sexually assaulted or exploited any minor or to have sexually abuses any minor?

Yes  No c. Released from prison or convicted or any offense that involved drugs?

Yes  No d. **HAVE YOU BEEN**, within the last ten years, convicted of a felony other than those listed (such conviction will not necessarily be a barrier to employment? (An inquiry to the Washington State Patrol and/or federal law enforcement agencies will be made.)

Should you be offered employment, you will be required to provide proof of citizenship, visa, or legal proof that you can be lawfully employed in the United States.

All of the information I have provided in this application is true, correct, and complete. I authorize Rosalia School District No. 320 to inquire with former employers or references and obtain any and all information regarding my job related background. I release and waive Rosalia School District No. 320, my former employer(s), and all references from any and all liability in obtaining or disclosing such information. I agree that the information provided by any individual shall be confidential and I shall not have access to such information. I agree that if I have provided false or incomplete statements, the district may, at its sole discretion, without notice or due process procedures, terminate my employment contract. If such action is taken by the district, the contract shall be void from its inception.

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

\_\_\_\_\_  
Date