

EMPLOYMENT APPLICATION FOR PROFESSIONAL PERSONNEL

POOLVILLE INDEPENDENT SCHOOL DISTRICT

16025 FM 920, Poolville, TX 76487

Central Office 817-594-4452 HS 817-599-5134 JH 817-594-4539 Elementary 817-599-3308

*An Equal Opportunity Employer**

Personal Data	Date of application _____ Name _____ <i>Last</i> <i>First</i> <i>Middle initial</i> Current address _____ <i>Street/Box</i> <i>City</i> <i>State</i> <i>ZIP Code</i> Other address where you may be reached _____ Work phone _____ Home phone _____ Cell phone _____ Other last name(s) that may appear on records _____ (Used for certification, reference, and criminal history record checks)			
Position Data	List the position(s) you are applying for _____ Credentials included with application: ☐ Résumé ☐ All teaching and professional certificates or licenses ☐ All transcripts showing degrees Date you can begin work _____ Have you been employed by POOLVILLE ISD in the past? ☐ Yes ☐ No If you answered yes, provide dates of employment _____			
Education/Training	Name and location of schools attended	Course of study and major/minor	Diploma, degree, certificate, or license held	Year graduated (College only)

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Certification	Certificates or Licenses Currently Held: ☐ None ☐ Valid Texas ☐ Valid Other State _____ ☐ Texas One-Year (out-of-state/country): Expiration date: _____ ☐ Other: _____ Category/Level(s) of Certification: _____ Areas of Specialization/Supplemental Certificates/Endorsements (as listed on certification): _____ _____ _____																							
Teaching Experience	List teaching experience beginning with most recent years. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Name and location of school</th><th style="width: 17%;">Type of assignment</th><th style="width: 17%;">Dates taught</th><th style="width: 33%;">Reason for leaving</th></tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>				Name and location of school	Type of assignment	Dates taught	Reason for leaving																
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Other Work Experience	Please provide a list of all other jobs or administrative positions you have held in the past 10 years. Attach additional sheets if necessary. Attach résumé if available. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">School district/firm name</th><th style="width: 17%;">Position/title</th><th style="width: 17%;">Dates employed</th><th style="width: 33%;">Reason for leaving</th></tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>				School district/firm name	Position/title	Dates employed	Reason for leaving																
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General Information	Do you have a relative who serves on the POOLVILLE ISD Board of Education? ☐ Yes ☐ No If yes, please provide the relative's name and relationship_____ _____ Have you ever been convicted of, pled guilty or no contest (nolo contendere) to, or received probation, suspension, or deferred adjudication for a felony or any offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor)? ☐ Yes ☐ No If yes, please state where, when, and the nature of the offense _____ _____ _____ (A felony conviction is not an automatic bar to employment. The district will consider the nature, date, and relationship between the offense and the position for which you are applying.)																													
References	Please list references the district can contact regarding your work history. Include all managers and supervisors who evaluated or supervised your performance at your last two employers. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Full name of reference</th> <th style="width: 15%;">School district/firm name</th> <th style="width: 25%;">Mailing address</th> <th style="width: 20%;">Position/title</th> <th style="width: 20%;">Area code, phone number</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>					Full name of reference	School district/firm name	Mailing address	Position/title	Area code, phone number																				
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Verification

- I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge and understand that any deliberate falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.
- I authorize the references listed on the previous page to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all such parties from liability for any damage that may result from furnishing the same to you.
- I understand that the district is authorized by Texas Education Code §22.083 to obtain criminal history record information on applicants the district intends to employ.
- Please check one of the following:
 - ☐ I have subscribed to the Criminal History Clearinghouse
 - ☐ I have not subscribed to the Criminal History Clearinghouse

Signature

Date

This application becomes the property of the district. The district reserves the right to accept or reject it. This application shall be considered active for 12 months. If you have not received a response during this time period, you may reapply or reactivate your application.

**Applicants for all positions are considered without regard to race, color, national origin, religion, sex, marital status, veteran or military status, disability, or any other legally protected status*

The district Title IX Coordinator is: *Jeff Kirby, Superintendent*
P.O. Box 96
16025 FM 920
Poolville, TX 76487
817-594-4452