

APPLICATIONS FOR EMPLOYMENT

Application Forms

Application forms shall be standard throughout the school system and shall be designed to gather only information permitted by various laws. Application forms for certified and noncertified employment positions shall be available at the Central Office during times specified by the board, and in case of emergency as determined by the superintendent.

Completion Requirements

All certified and noncertified personnel seeking employment with the School System must complete an approved application form.

In every case, applicants must specify the type of position for which they are applying (example: elementary teacher, principal, supervisor, custodian, etc.).

Before being legally recommended for employment, each applicant may be required to file with Central Office personnel such items/credentials as are required to meet federal and state law and Board policy.

Active Status of Application Forms

Completed application forms will remain on file and active for three years or as otherwise required by state law from the date of application.

SOURCE: Athens City Board of Education, Athens, AL
ADOPTED: Date: Dec. 19, 1996; REVISED: June 5, 2008
LEGAL REF.: The Code of Alabama, §16-11-21, §16-12-14.