

Independent School District #676

P.O. Box 68
Badger, Minnesota 56714
Phone: 218-528-3201
Fax: 218-528-3366

APPLICATION FOR EMPLOYMENT

Licensed Position

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

INSTRUCTIONS:

1. The accuracy and completeness with which this application is filled out will be factors in the consideration of the applicant for a position.
2. Include three letters of reference, a copy of your teaching license, and an official transcript. All materials should be forwarded to the above address.
3. Application will be kept on file for one year unless notice of continued interest along with any additional up-to-date information is received from the applicant.

It is the policy of the Board of Education of District #676 to comply with federal and state law prohibiting discrimination and all requirements imposed by or pursuant to regulations issued thereto, to the end that no person shall, on the grounds of race, color, national origin, creed, religion, sex, marital status, status with regard to public assistance, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any educational program or in employment, or recruitment, consideration, or selections; thereto, whether full-time or part-time under any education program or activity operated by the District for which it receives federal financial assistance.

Personal Information

Name: _____ Date of Application: _____
(last) (first) (mid)

Present Address: _____
(street) (city) (state) (zip)

Permanent Address: _____
(street) (city) (state) (zip)

Summer Address: _____
(street) (city) (state) (zip)

Present Phone: _____ Permanent Phone: _____

Social Security #: _____ EMail: _____

FOR OFFICE USE ONLY:

Application Received: _____

Resume' Received: _____

Credentials Received: _____

Letters of Recommendation Received: _____

License Received: _____ File Folder # _____

Interviewed: On _____ by _____
On _____ by _____
On _____ by _____

Applicant Notified: _____

Board Approval: _____

Employment Date: _____

Contract: Lane: _____ Step: _____ FTE: _____

Education	High School	Undergraduate College/University	Graduate/ Professional
School Name and Location			
Years Completed			
Diploma/Degree			
State any additional information you feel may be helpful to us in considering your application			

INDICATE ANY FOREIGN LANGUAGES YOU CAN SPEAK, READ, AND/OR WRITE			
	FLUENT	GOOD	FAIR
Speak			
Read			
Write			

References	
Give name, address, and telephone number of three professional and two personal references. Personal references should not be related to you.	
Professional References:	
1.	
2.	
3.	
Personal References:	
1.	
2.	

Student Teaching						
If you have more than two years of teaching experience, you do not need to complete this section.						
School	City	Supervising Teacher	Subject or Grade	Dates	# of Weeks	# of Hours

Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations that indicate race, color, religion, gender, national origin, or other protected status.

Employer	Dates Employed	
Address	From	To
Telephone Number(s)		
Job Title	Supervisor	
Description of Work Performed		
Reason for Leaving		

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Telephone Number(s)		
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Additional Information

POSITIONS FOR WHICH YOU ARE APPLYING AND ARE QUALIFIED FOR:

Elementary: ☐ Kindergarten: ☐ Grades 1-5: ☐
Middle School (Grades 6-8): ☐ Major: _____ Minor: _____
High School (Grades 9-12): ☐ Major: _____ Minor: _____
Special Education: ☐ Specific Categories: _____

CERTIFICATION: Minnesota File Folder #: _____ Expiration Date: _____

If you do not have a Minnesota teaching license, have you applied for one? Yes ☐ No ☐

The following questions are a very important part of the selection process. Please reflect upon them carefully and give us your candid response. Attach an extra sheet if needed.

1. Describe your classroom management style. Be sure to include specific examples from your experience.

2. Elementary Applicants: Describe your background in the teaching of reading, writing, and math.
Secondary Applicants: Describe your approach to teaching the components of your major subject.

3. Describe a successful teacher.

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I hereby understand and acknowledge that this application for employment shall be considered active for a period of time not to exceed one year. I further understand that any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at this time. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Applicant's Signature

Date