

FREDERICK PUBLIC SCHOOLS – I-158

Administration Building

PO Box 370

817 North 15th Street

Frederick, Oklahoma 73542

Phone: 580-335-5516

Fax: 580-335-2324

CERTIFIED POSITION

Personal Data

Please Print Plainly Current Date _____ Date Available for Employment _____

Name _____ Social Security Number _____
Last First Middle Initial

Current Address _____
Number Street City State Zip

Current Address Temporary Until _____ Current Telephone Number _____
Date (Area Code) Number

Permanent Home Address _____
Number Street City State Zip

Home Telephone _____ Email _____
(Area Code) Number

Person to be notified in case of emergency: Name _____ Telephone Number _____

Address _____
Number Street City State Zip

Employment Preference

TYPE OF APPLICATION: a. Full Time employment _____ b. Temporary, Part time or Substitute only _____

c. Either a or b _____

KIND OF EMPLOYMENT: Check only areas for which you qualify and would accept employment.

_____ ELEMENTARY TEACHER: Grade Level Preferences a. _____ b. _____ c. _____ d. _____

_____ MIDDLE SCHOOL TEACHER/HIGH SCHOOL TEACHER

List Major Teaching Fields a. _____ b. _____ c. _____ d. _____ e. _____

List Minor Teaching Fields/Endorsements a. _____ b. _____ c. _____ d. _____

_____ PROFESSIONAL SCHOOL SERVICE EMPLOYMENT (Counselor, Librarian, Nurse, etc.)

Specify _____

Other Employment

List military service, if any, then account for employment other than that related to the position for which you are applying.

Dates	Name/Address of Employer	Assignment	Reason for Leaving

Other References

List below any additional references.

Name	Present Address Street/City/State/Zip	Position of reference when he/she knew of your work

I will instruct the college or university to forward my placement folder. Yes _____ No _____

If you are known to any reference by any other name, write your former name in the space below and underline the reference.

Have you ever been convicted of a felony? Yes _____ No _____ If yes, explain.

Attachments

On a separate sheet of paper, please respond to two of the following topics in your own handwriting. Responses should be limited to 100-250 words.

1. Personal qualities I possess that will make me successful in the position for which I am applying.
2. My experiences that will enable me to be a successful employee in a multicultural rural school district.
3. Some methods I might use for good classroom management.
4. Some successful strategies for gaining parental involvement.
5. My perception of the principle, "All Children Can Learn".

Please attach a copy of your transcript(s) and a copy of your teaching certificate or license to this application. Letters of application and resumes are encouraged. Unsolicited portfolios and other samples of work cannot be returned.

This application is not complete without your signature on the back of this page.

Notices to Applicant

Frederick Public Schools does not discriminate in employment policies regarding selection, transfer, promotion, termination, compensation, or other benefits on the basis on the basis of race, creed, national origin, color, religion, age, disability, or sex.

Frederick Public Schools is an equal opportunity/affirmative action employer.

Frederick Public Schools is a tobacco-free work place.

Your application will remain active throughout the current school year and can be re-activated for the ensuing school year.

Thank You

Thank you for your interest in employment with Frederick Public Schools. We appreciate the time you have spent preparing this application.

Important Authorization and Certification

I authorize Frederick Public Schools to contact the persons and organizations named by me on this application form or on any attachments to this application for the purpose of obtaining confidential references.

I certify that I understand that intentional falsification or omission on this application could be grounds for dismissal.

Signature of Applicant _____ Date _____

**Frederick Public Schools
PO Box 370
817 North 15th Street
Frederick, Oklahoma 73542**

1. _____ 2. _____

Frederick Public Schools

School Year

3. _____ 4. _____

5. _____ 6. _____

Certified Applicant Data Sheet

To Be Completed by Applicant)

Date _____	Date Available for Employment _____	Principal Review	
Name _____			
<i>Last</i>	<i>First</i>	<i>Middle</i>	
Email _____			
Address _____			
<i>Street/PO Box</i>	<i>City/State</i>	<i>Zip</i>	
Type of Certificate: Standard <input type="checkbox"/>	Provisional <input type="checkbox"/>	License <input type="checkbox"/>	Emergency <input type="checkbox"/>
			Alternative <input type="checkbox"/>
Out of State Certificate: Type _____	State _____		
College or University _____	Graduation Date _____		
Grade levels taught _____			
Major _____			
Minor _____			
Special interest or skills _____			
Other areas you are prepared to coach or sponsor _____			
Extracurricular activities/sponsorships _____			
Professional activities/achievements/awards _____			

Last employment _____	Years there _____		
Reason for leaving _____			
I understand that my application will be active for the present school year. _____			

FOR HUMAN RESOURCES USE:

Interview _____ Reference _____ Transcripts _____

Teaching Exp _____ District Exp _____ Overall Rating _____

Reviewed by _____ Highly Qualified _____ Date _____

Misc _____ Code _____

**Frederick Public Schools
Human Resources
Po Box 370 817 North 15th Street
Frederick, Oklahoma 73542
EEO/AA EMPLOYER**

APPLICANT QUESTIONNAIRE (Optional)

Job Category (Supplied by Human Resources) 1 2 3 4

Please supply the requested information. It will be of assistance to the school district in conjunction with our equal employment opportunity program. It will not be made a part of your application or be used for discriminatory purposes.

Position applied for _____ Date _____
[If teaching, please specify major subject area(s).]

Name _____ Social Security Number _____

Sex _____ M _____ F Date of Birth _____

Racial/Ethnic Group

_____ Black

_____ White

_____ Hispanic/Latino

_____ Native American or Alaskan Native

_____ Asian or Pacific Islander

_____ Another Race/Ethnic Origin (Please Specify) _____

**Frederick Public Schools
Human Resources
PO Box 370
817 North 15th Street
Frederick, Oklahoma 73542**

TO THE APPLICANT: Please sign and date the attached release forms. Human Resources will attach one to each reference sent to those listed as references on your application.

I hereby give permission to complete a confidential reference form furnished by the Frederick Public Schools District I-158 and to release the forms with recommendations to the Frederick Public Schools.

Date

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