

APPLICATION FOR PROFESSIONAL EMPLOYMENT

Florence School District One
319 South Dargan Street
Florence, SC 29506-2589
Phone 843-669-4141

Social Security Number _____ Date Available _____

Last Name _____ First Name _____ Middle Name _____
(List any other name you may have used which would help us in checking your educational or experience record.)

Present Address _____ City _____ State _____ Zip Code _____

Permanent Address _____ City _____ State _____ Zip Code _____

Present Phone Number (_____) _____ Permanent Phone Number (_____) _____
Area Code Area Code

Can you submit proof of U.S. Citizenship? If no, explain. _____

Please list the name, address, and phone number of the person we may contact in case of emergency. (optional)

Have you ever been convicted of a felony or misdemeanor other than a minor traffic offense? _____

If yes, explain _____
(A conviction will not necessarily disqualify the applicant)

Are you currently under contract? _____ If so, where and for what period of time? _____

Do you possess professional certification as a teacher? _____

Date Issued _____ Date of Expiration _____ State in which certificate was issued _____

Educational Level BA BS BA +18 MA MA +30 Doctorate

Praxis Test Scores:
Test _____ Score _____

(Please include a copy of your scores if you do not have SC certification.)

Subjects and Grade Levels Certified to Teach _____

Position applying for (grade/subject preferences) _____

EDUCATIONAL PREPARATION – High School and beyond (List chronologically, beginning with most recent.)

Name of School	Location of School		Dates Attended		Degree Earned	Major	Grade Point Average	Grade Point Average (Total)
	City	State	From	To				

PROFESSIONAL EXPERIENCE – (List chronologically, beginning with most recent).

Name of School	Location of School		Dates Employed		Grade	Subjects	Reason for Leaving
	City	State	From	To			

Why do you want to leave your present position? _____

Are you willing to accept a position at any school in this district? Yes No

(If not, explain) _____

OTHER WORK EXPERIENCE -List chronologically, beginning with most recent (full-time preferred).

Dates Month/Year - Month/Year	Name of Organization	Location		Kind of Work	Reason for Leaving
		City	State		

General – List any additional part-time or voluntary child-related work experience.

List participation in job-related organizations, clubs, or professional societies. You may omit those which indicate your race, religious creed, national origin, ancestry, sex, or age.

REFERENCES

In an effort to speed the process of gathering professional references, we provide mailers, which we ask you to send directly to the persons you use as reference sources. After you have completed the portion of the reference form which identifies you and the specific position for which you are applying, write the name and address of your reference in the space below and on the form and mail the form to your reference source. The reference form will be returned to us in the attached mailers by your reference source after he or she completes it. If your references are complete in a college placement office, please request that the placement office send us a copy of your complete placement file. If you do not use the enclosed forms, please return them when you return your completed application. NOTE: Your application will not be placed in our active file until we have received references. If you have prior teaching experience, we expect reference sources to include the principal or superintendent with whom you were employed. If you are a recent graduate, we expect your references to include the supervising teacher with whom you taught.

Name	Position	Institution	Street	City	State	Zip

College Transcripts

If you do not possess SC certification as a teacher, we will not consider your candidacy for a position until we have received transcripts of all college credits earned. Please notify your colleges to send transcripts. If you have transcripts, you may send us photocopies of your personal copies of transcripts as you return the application.

PERSONAL STATEMENT

Explain why you should be chosen as a teacher for Florence School District One.

DISCRIMINATION DISCLAIMER

Florence School District One does not discriminate in the employment of staff based on sex, race, or handicapping conditions. The district complies with requirements of Title IX of the 1972 Education Amendment, Section 504 of the Rehabilitation Act of 1973, and Title VI of the Civil Rights Act of 1964 as well as other applicable civil rights laws.

REQUIRED EMPLOYEE SIGNATURE

My signature below indicates that I have completed this application for employment accurately and truthfully. I understand that misrepresentation of factual information is cause for dismissal should I be employed by Florence School District One.

Signature

Date of Signature