

WEST ST. FRANCOIS COUNTY R-IV SCHOOL DISTRICT  
1124 Main Street  
Leadwood, Missouri 63653

**EMPLOYMENT APPLICATION FOR CERTIFICATED PERSONNEL**

The School District considers applicants for all positions without regard to race, color, religion, sex, national origin or disability. If you have a disability or handicap which may require accommodation for you to participate in our application process (including filling out this form, interviewing or any other pre-employment procedure or requirement), please make us aware of any accommodation you feel is necessary. If you have any inquiries, complaints or concerns about any pre-employment procedure or requirement, including completing this application, or about the District policy of non-discrimination, you may contact the Superintendent at (573) 562-7535.

All applicants are expected to answer all questions on this application. Answer "none" or "not applicable" where necessary.

**PERSONAL DATA**

\_\_\_\_\_  
Application Date

\_\_\_\_\_  
Last Name                                      First Name                                      Middle

Social Security Number \_\_\_\_\_

Present Address \_\_\_\_\_  
Street                                      City                                      State                                      Zip

Permanent Address \_\_\_\_\_  
Street                                      City                                      State                                      Zip

Telephone Numbers (include area code) \_\_\_\_\_ or \_\_\_\_\_

**POSITION DESIRED** For Elementary, list first, second and third choice  
For Middle School or Sr. High list subjects in order of Preference.

Elementary	Middle School	Senior High
Kindergarten	1	1
Primary ( 1-3)	2	2
Intermediate ( 4-5)	3	3

Date available \_\_\_\_\_

Certification: Type \_\_\_\_\_ (Life, PC1, Etc.) Other \_\_\_\_\_

State(s) \_\_\_\_\_ Subject \_\_\_\_\_

Grade Level(s) \_\_\_\_\_ Expiration Dates \_\_\_\_\_

Other information regarding your Certification and/or certification status: \_\_\_\_\_

Extra Duty Positions you may be interested in sponsoring: \_\_\_\_\_

**Education Preparation:**

	Name & Location	Dates of Attendance	Name of Degree	Major	Overall GPA
High School		N/A	N/A	N/A	N/A
Colleges/Universities					
Business/Trade School:					

**WORK EXPERIENCE:**

Employer Name & Location	Position	Dates of Employment	Number of Years	Supervisor	Phone Number

**TEACHING EXPERIENCE ( If none, list student teaching experience):**

Employer Name	Position	Date of Employment	Number of Years	Supervisor	Phone Number

1. Have you ever been arrested for, or charged with or convicted of a felony or misdemeanor? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00)  
\_\_\_\_\_
2. Have you ever pleaded guilty or no contest to a felony or misdemeanor? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100.00) \_\_\_\_\_  
\_\_\_\_\_
3. Has the Missouri Division of Family Services or a similar agency in any other state or jurisdiction, ever issued a determination or finding of cause or reason to believe or suspect that you have engaged in physical, emotional, psychological or sexual abuse or neglect of a child? \_\_\_\_\_  
\_\_\_\_\_
4. Have you ever failed to be re-employed by an educational institution? \_\_\_\_\_

If the answer to any of the foregoing questions is "yes" please explain: use a separate sheet in necessary:

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## APPLICANT QUESTIONS

Please respond to the following questions in your own handwriting:

1. Why have you chosen teaching as your profession?
  
2. What are your major strengths as a teacher?
  
3. Describe what you would consider to be the most favorable relationship with students?
  
4. What have you found to be the most effective means of communicating with students?
  
5. What approaches do you find to be most effective in motivating students?
  
6. What do you do when students question your instructional plan?

**READ CAREFULLY BEFORE SIGNING**

I acknowledge and agree to the following provisions as conditions to consideration of my application for employment:

- 1. I hereby authorize my current and former employers and references to furnish any information about me and about my work experience. I release my current and former employers and references from any and all liabilities or damages of any nature as a result of providing such information. My current and former employers and references may rely on a signed copy of this release.
- 2. I understand and consent to having criminal and arrest records checks as well as background checks by the Missouri Division of Family Services as a condition for consideration of my application for employment.
- 3. I certify that the answers given in this application are true and complete to the very best of my knowledge. In the event I am employed by the District and in the further event that I have provided false or misleading information in this application or in subsequent employment interviews, I understand that my employment may be terminated at any time after discovery of the false or misleading information.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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Do Not Write Below This Line - For Administrative Use Only

Date received: Application \_\_\_\_\_ Credentials \_\_\_\_\_ Transcripts \_\_\_\_\_

Date interviewed: \_\_\_\_\_ Interviewed by: \_\_\_\_\_

Date and time: Applicant notified \_\_\_\_\_

Date and time: Applicant accepted \_\_\_\_\_

Position offered: \_\_\_\_\_

Salary step and level: \_\_\_\_\_

7. What about your teaching is most rewarding to you?

8. List here any other comments you would like to make that may not have been addressed on the application form.

**BIOGRAPHY:**

Please write a brief autobiography focusing on the important people and events in your life.