

University Preparatory School

2200 Eureka Way, Suite B
Redding, CA 96001
(530) 241-3261

AN EQUAL OPPORTUNITY EMPLOYER

To be considered for employment, application must be filled out completely.

Include cover letter, resume, copies of transcripts/credentials and placement file/letters of recommendation.

POSITION APPLYING FOR: _____

Date: _____

Last Name First M.I.

Email: _____

Address: _____

Home Phone _____

Work Phone: _____

CALIFORNIA CREDENTIAL INFORMATION:

California Credential(s) now held: _____

If no California Credential, have you applied for one? Yes No

What type? _____ Date applied for: _____

Do you hold an out-of-state Credential? Yes No

If yes, what State _____ and type _____

Number of Years Teaching _____ Number of Years Substitute Teaching _____

EDUCATION AND PROFESSIONAL TRAINING (College or University Only):

<u>Name/Location of Institution</u>	<u>Dates Attended</u>	<u>Major – Minor/ Degree Date</u>
	<u>From</u> <u>To</u>	

TEACHING AND/OR ADMINISTRATIVE EXPERIENCE:

Total years of full-time teaching experience: _____ Total years administrative and/or supervisory experience: _____

List all experience by positions in chronological order, beginning with current position. For teacher applicants, list student teaching first. Do not count it in total years taught.

Employer _____

Date From _____ to _____ County/District Office _____

Employer Address _____

Immediate Supervisor _____ Supervisor Job Title _____

Your Job Title _____ Subject/Grades Taught _____

Salary _____ Reason for Leaving _____

If Current Employer, please check if you do not want University Preparatory School to contact at this time _____

Employer _____
Date From _____ to _____ County/District Office _____
Employer Address _____
Immediate Supervisor _____ Supervisor Job Title _____
Your Job Title _____ Subject/Grades Taught _____
Salary _____ Reason for Leaving _____

Employer _____
Date From _____ to _____ County/District Office _____
Employer Address _____
Immediate Supervisor _____ Supervisor Job Title _____
Your Job Title _____ Subject/Grades Taught _____
Salary _____ Reason for Leaving _____

Employer _____
Date From _____ to _____ County/District Office _____
Employer Address _____
Immediate Supervisor _____ Supervisor Job Title _____
Your Job Title _____ Subject/Grades Taught _____
Salary _____ Reason for Leaving _____

Please list other relevant employment on a separate page.

<u>Dates</u>	<u>Location (City/State)</u>	<u>Name of School</u>	<u>Grade/Subject Taught</u>	<u>Salary</u>	<u>Student Teach</u>

EXTRA-CURRICULAR ACTIVITIES:

List any school-based, extra-curricular activities you have led or assisted.

<u>Dates</u>	<u>Location</u>	<u>Name of School</u>	<u>Activity/Sport/Club/Academic</u>	<u>Your Position</u>

EXPERIENCE OTHER THAN TEACHING:

<u>Type of Work</u>	<u>From - To</u>	<u>Employer</u>	<u>City & Phone Number of Employer</u>

ADDITIONAL QUESTIONS:

Have you ever had any credential, application, permit, license or other document authorizing public school service or teaching suspended, revoked, voided, denied and/or otherwise rejected for cause in California or any other state or place?
Yes No

Have you resigned from or otherwise left public or private school employment to avoid investigation for alleged misconduct and/or dismissal in California or any other state or place?
Yes No

Have you ever been dismissed or not re-employed in any probationary or permanent teaching position?
Yes No

Are you now the subject of any inquiry, disciplinary action, review or investigation, in any district, by a teacher licensing agency or in the courts of California or any other state in connection with any alleged misconduct?
Yes No

Is any adverse action now pending against any credential you hold which authorized public school service or teaching in California or any other state?
Yes No

Have you ever plead guilty or been convicted of any crime?
Yes No (State law requires that all applicants prior to employment be fingerprinted and prohibits employment of any person convicted of certain sex and narcotic offenses.) *Except for the preceding, conviction is not an absolute bar to employment.*

A “yes” answer to any of the above questions is not an absolute bar to employment. If you have answered “yes” to any of the questions above, you may wish to attach additional page(s) explaining your answer(s).

Are you able to perform the essential job functions that may or may not require a reasonable accommodation?
Yes No

Can you, after employment, submit verification of your legal right to work in the United States?
Yes No

My signature below authorizes University Preparatory School to check my references and authorizes release of information in connection with my employment. My signature also certifies that the above information is an accurate and correct statement of my professional history.

Signature of Applicant

Date

PROFESSIONAL REFERENCES:

Name _____
Organization/Company: _____
Email _____

Title _____
Phone _____

Name _____
Organization/Company: _____
Email _____

Title _____
Phone _____

Name _____
Organization/Company: _____
Email _____

Title _____
Phone _____