

EXTRACURRICULAR ACTIVITIES: (List those activities you are capable of and willing to supervise)

CERTIFICATION INFORMATION: (List teaching or other certificates held)

Type	Number	Date Issued	Expiration Date	Endorsement(s)	State

If none, date certification expected: _____

EDUCATION: (List all colleges attended. If additional space is needed, add a page.)

Institution City and State	Dates Attended Mo./Yr. to Mo./Yr.	Degree/ Date	Major	Minor

SPECIAL TRAINING: (List any special training that is pertinent to your application)

CONTRACTED OR SUBSTITUTE EXPERIENCE:

District Name and Complete Address	Grade/Subject	Dates	Full or Part-Time/ Substitute	Reason for Leaving

STUDENT TEACHING:

District Name and Complete Address	School	Grade/Subject	Dates	Special Activities Supervised

OTHER WORK EXPERIENCE: (include military, Peace Corps, or Vista experience)

Employer	Address	Position	Dates

REFERENCES: (please list those who can provide first-hand knowledge of your work)

Name	Complete Address	Position	Telephone

PRESENT POSITION _____

Are you under contract? _____ If yes, expiration date and with what organization? _____

PLEASE RESPOND TO THE FOLLOWING:

Have you been convicted of any criminal offense within the past seven (7) years? _____ If yes, please attach explanation on separate sheet of paper. (A conviction will not necessarily bar you from employment.)

Have you been discharged or forced to resign from a teaching or other educational position in the past ten (10) years? _____ If yes, please attach explanation on a separate sheet of paper.

I certify that the information provided herein is a true and complete statement of my educational and professional record. I hereby give Quillayute Valley School District No. 402 permission to contact my references and previous employers, unless otherwise indicated. Reference information will become a part of this application and will not be revealed to me. I agree that false or misleading information provided in this application or in an interview may be cause for dismissal or withdrawal from consideration.

Signature of Applicant

Date

Quillayute Valley School District No. 402 complies with all federal rules and regulations and does not discriminate on the basis of race, color, national origin, sex or handicap.

INSTRUCTIONS FOR APPLICANTS AND GENERAL INFORMATION:

In order to be considered for employment, applicants must have the following on file with the District Office:

- 1 . A completed application form (printed or typed).
- 2 . A copy of an up-to-date placement file or current letters from three (3) references.
- 3 . A current resume.
- 4 . A letter of application if applying for a specific vacancy as advertised.
- 5 . A brief, handwritten autobiography.

- * Applicants will be considered for specific positions when such consideration is requested in writing (see #4 above).
- * A candidate for a position must hold the needed certificate, credential or license or present evidence that the certificate, credential or license will be issued by the time the employment contract is issued. For certification information, please contact:

Certification Office
Office of SPI
Old Capitol Building, PO Box 47200
Olympia, WA 98504
Phone: (360) 753-6773

- * Personal interviews are required before applicant can be recommended to the Board of Directors. These will be arranged by the Personnel Secretary. Interviews will be scheduled only with finalists for the position openings.
- * If selected, the applicant agrees to accept assignments to subjects and activities as made by the Superintendent and the School Board.
- * If selected, the applicant must furnish a copy of his/her Washington certificate, a complete official transcript of all college work and immunization information.
- * If selected, Washington State law now requires that any person newly hired by a school district must be fingerprinted for a state and national background check. The fee for this service is the responsibility of the new employee.
- * A single salary schedule prevails in this district, the salary being dependent upon training and experience. Supplemental contracts are issued for activity supervision with the stipend determined from the activity salary schedule.
- * Title IX Officer, Office of the Superintendent, Quillayute Valley School District No. 402, PO Box 60, Forks WA 98331, (360) 374-6262
- * This application will be kept on file until November 1 following the date of the receipt. After November 1, renewal will be made for one (1) year upon written request of the applicant.