

Naco Elementary School District #23

1911 W. Valenzuela Street

Phone: (520)432-5060

Fax: (520)432-4161

Certified & Classified Employment
Application

Date of application: _____

Date of availability: _____

I am applying for (check all that apply):

- Full-time Teaching: Teaching Position _____
- Part-time Teaching: Teacher Position _____
- Substitute Teaching
- Administration: Administrative Position _____
- Classified Staff: _____

1. Personnel Information (Respond to all items)

Full Name: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Cell Phone: _____

In what language(s) are you fluent? _____

Qualified teaching area(s): _____

Degree and additional college/university credits: _____

2. Procedures

- **A letter of interest**
- **Three letter of references**
- **Assignment within the district is made by the Superintendent and/or Principal and be subject to change**
- **Upon acceptance of a contract, the applicant must provide official transcript(s) of credits and degree earned, if requested**

3. Experience

List the consecutive order beginning with the most recent position.

Date(s)	Position, Institution, & Address	Supervisor & Contact Number
To: _____ From: _____	Position: _____ Institution: _____ Address: _____ City & State: _____	Name: _____ Contact Number: _____
Reason for leaving (please be specific): 		

Date(s)	Position, Institution, & Address	Supervisor & Contact Number
To: _____	Position: _____	Name: _____
From: _____	Institution: _____	Contact Number: _____
	Address: _____	
	City & State: _____	

Reason for leaving (please be specific):

Date(s)	Position, Institution, & Address	Supervisor & Contact Number
To: _____	Position: _____	Name: _____
From: _____	Institution: _____	Contact Number: _____
	Address: _____	
	City & State: _____	

Reason for leaving (please be specific):

Date(s)	Position, Institution, & Address	Supervisor & Contact Number
To: _____	Position: _____	Name: _____
From: _____	Institution: _____	Contact Number: _____
	Address: _____	
	City & State: _____	

Reason for leaving (please be specific):

Date(s)	Position, Institution, & Address	Supervisor & Contact Number
To: _____ From: _____	Position: _____ Institution: _____ Address: _____ City & State: _____	Name: _____ Contact Number: _____
Reason for leaving (please be specific): 		

4. Criminal History

Have you ever been convicted of a crime? If “yes”, please list details. Yes <input type="checkbox"/> No <input type="checkbox"/>
Details:

5. Education

List all undergraduate and graduate work & degree(s) earned

Name of School & Location	Date(s)	Degree Diploma or Hours	Major/Minor
High School:			
Undergraduate Institute(s)			
Graduate Institution(s)			

6. Honors and Distinctions

List degrees, honors, awards, commendations, elective or appointed office(s) held, and/ or other distinctions received.

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7. References

Name	Position	Contact Number	Email Address

8. State of Disclosure

I hereby affirm that my answers to the foregoing questions are true and correct, and that I have not knowingly withheld any fact(s) of circumstances that would, if disclosed, affect my application unfavorably. I also understand that any false information submitted in this application may result in my discharge.

I authorize investigation of all statements on the application form and other materials provided as part of my application for this position.

Naco Elementary School District # 23 is an Equal Opportunity Employer and in accordance with Federal and State Legislation, including Title IX, Title VII, does not discriminate on the basis of race, sex, religion, age, national origin, handicap, or marital status in employment practices or education programs.

Signature or Type in Name

Date

Questions may be directed to:
Mr. Rusty Taylor, Superintendent
Phone: (520)432-5060