

ASHFORD SCHOOL
440 Westford Rd. (Rt. 89)
Ashford, Connecticut 06278

APPLICATION FOR EMPLOYMENT
(FOR TEACHING & ADMINISTRATIVE POSITIONS)

NOTE: **ALL** sections **MUST BE COMPLETED** in order for this application to be considered. Please **TYPE** or **PRINT** in **ink** and return to the **Superintendent's Office**.

NAME	(Last)	(First)	(Middle Initial)
ADDRESS	(Street)	(and/or P.O. Box)	
()	()	()	()
Telephone	Cell Phone		

FOR OFFICE USE ONLY

Position: _____

Interview Date: _____

Effective Date: _____

Accepted Experience: _____

Step: _____

Salary: _____

Notified: _____

CERTIFIED POSITION(S) FOR WHICH YOU ARE APPLYING:

(A) ELEMENTARY

(Order of preference)
Grade

(1)	
(2)	
(3)	

(B) MIDDLE/JUNIOR HIGH SCHOOL

(Order of preference)
Subject Credits

Earned		
(1)		()
(2)		()
(3)		()

(C) ART, MUSIC, P.E. etc. _____ **(D) SPECIAL SERVICES/PUPIL PERS.** _____

(E) ADMINISTRATIVE POSITION: _____

PERSONAL DATA:

1. Are you **presently** employed in **education**? _____ **If not**, what **position** do you hold? _____

2. Present Educational **Position:** _____
Grade/Subject/Other
School System
Location

3. Days **Absent** in Past **6 mos.:** _____ **Description of work attendance record:** _____

4. Present Salary: _____ Availability for Position: _____ for Interview: _____

CRIMINAL RECORD: (P.A. 93-328) FINGERPRINTING REQUIRED

Have you ever been **CONVICTED** of a crime? _____ Are criminal **CHARGES** pending against you?

TEACHING CERTIFICATE (HELD OR APPLIED FOR)

(Proper certification is the responsibility of the candidate.)

1. Have you ever had a teaching certificate **revoked** in Connecticut or any other state, territory or foreign country? **Yes / No**

2. Have you ever been **dismissed for cause** from a position in any school or childcare facility? **Yes / No**

3. Do you have a **Certificate**? _____ (Include a copy of all endorsements and list below.)

4. (a) Date of **Praxis I** test: _____ Waived* _____ (b) Date of **Praxis II** test: _____ (c) Year of **BEST** Training: _____

5. Area of Certification	Held Since	or Applied For	Expiration	Type (i.e., Provisional etc.)

6. (a) **Out of State** Certification: _____
(State) (type) (exp. date)

(b) **Can you be certified in CT?** _____ (c) **When will you take the Praxis test(s)?** _____
*SAT scores were **over 1000** (test waived)

EDUCATIONAL PREPARATION & CREDIT

Dates Attended	College University	State	Major Area(s) of Specialization	Minor Area(s) of Specialization	Degree(s) (Planned Program)	Date Graduated (Program Completion)

TRANSCRIPTS: ORIGINAL (Sealed) **OFFICIAL TRANSCRIPTS** are **REQUIRED** for employment. (Copy for application.)
PLEASE INCLUDE A COPY OF YOUR CERTIFICATE.

If **no Master's** please give the Graduate semester hours of credit **beyond** the **Bachelor's** Degree _____

RECOGNITION:

(Please list your activities, awards, and/or honors) _____

WORK EXPERIENCE IN EDUCATION BEGINNING WITH STUDENT TEACHING

Dates		School	Location		Nature of Position
From	To		City	State	Grades or Subjects

PLEASE INCLUDE RESUME BUT LIST ALL INFORMATION ON APPLICATION FOR BOARD.

OTHER EXPERIENCE RELATED TO WORKING WITH YOUTH: (Summer Occupations, Social Service, Recreation, etc.)

Dates		Firm/Institution & Location	Nature of Work
From (Mo./Yr.)	To (Mo./Yr.)		

PROFESSIONAL (OR STUDENT) ORGANIZATIONS _____

MILITARY SERVICE OR CLASSIFICATION:

Branch of Service _____ Most Recent Classification _____

Dates served: From _____ To _____ Rank or Nature of Assignment _____

Are you an active reservist? _____ Amount of military credit toward retirement: _____

CREDENTIALS:

College where complete updated **college placement** credential is filed: (Please notify the college to **forward it to us**.)

College/University _____ Address _____

REFERENCES:

Five names of supervisors who have closely **observed your work** and in what **capacity**.

Full Name	Official Position	Present Address & Telephone No.

LETTERS OF ENDORSEMENT: Please include copies of at least **three (3) current** letters of reference from the five above.

PROFESSIONAL GOALS:

Please tell us **about yourself** and describe your **professional experiences, youth related** experience, **hobbies, travel** or **general** areas of interest that **relate to your professional goals**. Please complete this **in your own handwriting**.

Date

Applicant's Signature

**NOTE: ALL SECTIONS OF THIS APPLICATION MUST BE COMPLETED.
- A RESUME MUST ALSO BE INCLUDED -**

An Equal Opportunity/Affirmative Action Employer

Form #9
Rev.