



Certified Staff Application

AKRON-WESTFIELD COMMUNITY SCHOOL

850 Kerr Dr.
Akron IA 51001

(712) 568-2020

Fax: (712) 568-2997

www.akron-westfield.k12.ia.us

AA/EEO Employer: It is the policy of the Akron-Westfield CSD not to discriminate against any employee or applicant for employment on the basis for age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental disability, ancestry, political party preference, political belief, socioeconomic status, or familial status.

Name: _____ Social Security Number: _____

Present Address: _____
(Street) (City) (State) (Zip)

Home Phone() _____ Alternate Phone:() _____

E-mail Address: _____ Have you ever worked for the district? Yes No

Permanent Address: _____
(If different from above) (Street) City (State) Zip

Position(s) for which you are applying: _____

What grade level or subject do you prefer to teach (if applicable)? First Choice: _____

Second Choice: _____ Third Choice: _____

Are you available full time? Yes No Will you consider less than full-time work? Yes No

Are you under contract at this time? Yes No Are you under contract for next year? Yes No

Have you ever been refused re-appointment? Yes No If yes, when? _____

State reason: _____

Have you applied for, or do you have, a valid Iowa license? Yes No Do you hold a license from another state? Yes No If yes, list states here: _____

Certification: _____ Endorsements/Approvals (include coaching authorization): _____ Are you interested in coaching? Yes No

If yes, in what areas? _____ What activities are you qualified to direct or assist? (Name in order of preference) _____

Have you previously held a licensed position in an Iowa public school district? Yes No

If yes, have you successfully completed a three-year probationary period? Yes No

District: _____

You **must** send copies of all transcripts and/or grade slips, including community college, and all graduated studies (Official transcripts are required **only** if you hired by the district). You **must** have your college credentials and/or three letters of reverence sent to the Superintendent of the Akron-Westfield Community School District.

EDUCATION

Undergraduate Studies Major: _____ Minor: _____ GPA: _____

School	Location	Dates Attended	Credits/Degree
High School			
College			

Graduate Studies Major: _____ Minor: _____ GPA: _____

List college extra-curricular activities and any special honors:

STUDENT TEACHING EXPERIENCE

Name of School, City/State	Grade/Subject	Immediate Supervisor	Dates(from/to)

PROFESSIONAL EXPERIENCE/ AND OTHER EMPLOYMENT

(Begin with current/most recent)

School District/Employer: _____ Dates: _____ to _____

Address: _____ Supervisor's Name: _____

Duties and Responsibilities (include coaching and extracurricular activities):

Reason for Leaving: _____

School District/Employer: _____ Dates: _____ to _____

Address: _____ Supervisor's Name: _____

Duties and Responsibilities (include coaching and/or extracurricular activities):

Reason for Leaving: _____

School District/Employer: _____ Dates: _____ to _____

Address: _____ Supervisor's Name: _____

Duties and Responsibilities (include coaching and/or extracurricular activities):

Reason for Leaving: _____

TOTAL YEARS OF **FULL-TIME** TEACHING EXPERIENCE: _____

REFERENCES

Please provide five (5) references, including superintendents, principals, and/or immediate supervisors with whom you have worked. Be sure to list as references those supervisors named in the section of the application regarding professional experience. Instructors under whom you have recently studied may also be included. **Provide all information requested.**

1. Name: _____ Position: _____ Work Phone: _____
Address: _____ Home Phone: _____

2. Name: _____ Position: _____ Work Phone: _____
Address: _____ Home Phone: _____

4. Describe two of the most productive teaching techniques you have used or would use to meet the instructional/education needs of your students.

5. Describe what you consider to be your greatest professional attribute.

MILITARY SERVICE (Check those that apply.)

Active Duty to Type of Discharge: Reserve Duty
DATE DATE

Are you on sex offender registry? Yes No Are you on the Department of Human Services

Child abuse registry? Yes No Have you ever been convicted of, pled guilty or nolo

contendere to a misdemeanor or felony, including deferred sentences or judgment? Yes No

If yes, please provide date, charge, description, city/state of charge:

Responding “yes” to any of the previous questions is not an automatic bar to employment. The date of the offense, and the relationship between the offense and the position for which you are applying will be considered. Failure to disclose the above information may be considered fraud and a bar to employment.

Are you able to perform, with or without reasonable accommodation, the essential job functions required of this position? Yes No if no, explain:

AUTHORIZATION AND VERIFICATION

I hereby give my former and/or current employer(s), instructors for friends permission to provide any information requested by the search committee of the Akron-Westfield Community School District regarding my professional competence, performance and character.

I hereby certify that all application statements are true and complete to the best of my knowledge, and that, if employed, false statements herein shall be sufficient cause for dismissal. I understand that before any contract becomes effective or compensation is possible, a valid **State of Iowa Teaching License issued by the Board of Educational Examiners** must be filled with the Superintendent. I also understand that all employees are required to have a **physical examination** as a condition of employment. I further understand that if I accept a position with the Akron-Westfield Community School District, these statements are to become a part of my permanent record. In

addition, because of the tremendous responsibility the Akron-Westfield Community School District has to its students and their families, I understand that a **criminal background check, child abuse registry screening and Iowa sex offender registry** will be conducted before a candidate is approved by the district's board of Education.

Signature of Applicant: _____ Date: _____

Please print your name: _____

**AKRON-WESTFIELD COMMUNITY SCHOOL DISTRICT
VOLUNTARY PERSONAL INFORMATION FORM**

The following information is requested in order to monitor our Affirmative Action Program and to insure equal employment opportunity. While you are not required to complete this section, your cooperation in providing the data will be appreciated.

THIS VOLUNTARY INFORMATION WILL NOT BE USED IN HIRING. IT WILL BE FILED SEPARATELY AND KEPT CONFIDENTIAL.

1. Name	2. Position for which application is made:
3. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	4. Age:
5. Vietnam Era Veteran (Service between 1/5/64 and 5/7/75) <input type="checkbox"/> Yes <input type="checkbox"/> No	6. Disabled Veteran? <input type="checkbox"/> Yes <input type="checkbox"/> No
7. Race/Ethnicity (check as appropriate): <input type="checkbox"/> White (not of Hispanic ancestry) <input type="checkbox"/> Black (not of Hispanic ancestry) <input type="checkbox"/> Oriental or Native Pacific Islander <input type="checkbox"/> Asian Non-Oriental (ancestry of Middle East/India subcontinent) <input type="checkbox"/> American Indian or Alaskan native <input type="checkbox"/> Hispanic (Spanish or Portuguese ancestry)	8. Citizenship (check one): <input type="checkbox"/> U.S. citizen <input type="checkbox"/> Immigrant <input type="checkbox"/> Refugee <input type="checkbox"/> Non-immigrant
	Current Visa Type:
9. Mental or Physical disability? <input type="checkbox"/> Yes <input type="checkbox"/> No	10. Nature of disability (list):

11. If this disability might affect your performance or create a hazard to yourself and others in connection with the position to which you have applied, please state the following:

- a. The skills and procedures you use or intend to use to perform the job duties notwithstanding the disability.
- b. The accommodation we could make to enable you to perform the duties safely and properly.

Source(s) from which you learned of this vacancy:

- a. Personal contact (who and where): _____
- b. Job announcements posted in Akron-Westfield Community School District (building):

- c. Internet website (name): _____
- d. Job announcements posted at other institutions (name of institution):

- e. Notice in professional journal (name or journal): _____
- f. Newspaper ad (name of newspaper): _____
- g. Professional meeting/organization (name): _____
- h. Other (list): _____