



ALEXANDER CITY SCHOOLS

375 Lee Street
Alexander City, AL 35010
(256) 234-8600

Certified Personnel Application

Instructions: Complete the application in your own handwriting. Do not omit any information that would be of assistance to us in evaluating your application. **Return the following items with your completed application:** Three reference letters and a copy of all college transcripts. Your application will be kept in the active file for one year.

It is the policy of the Alexander City Board of Education that no person shall, on the grounds of race, color, disability, sex, religion, creed, nationality, origin, or age be excluded from participation in, be denied the benefits of, or be subjected to discrimination under program, activity, or employment.

APPLICATION FOR THE POSITION OF: _____

1. Name _____
Last First Middle

2. Address _____
Street

City State Zip

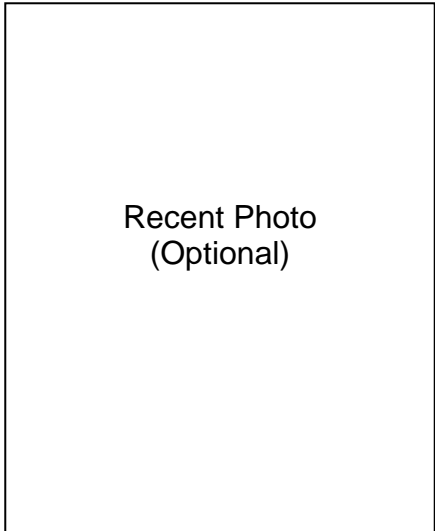
3. Social Security Number _____ Date of Birth _____

4. Home Number _____ Cell Phone Number _____

5. Are you a U.S. Citizen? ___Yes ___No
(If no, are you eligible to work in the U.S.?) ___Yes ___No

7. Have you ever been convicted of a crime? ___Yes ___No

If yes, please explain: _____



8. Are you presently employed? ___Yes ___No (If yes, please complete the following):

Employer _____ Address of employer _____

Position _____ Dates of employment _____

10. Educational Preparation: Copy of college transcript required.

Name of School/Institution	DATES				Month/Year of Graduation	Degree Earned
	From Mo. Yr.			TO Mo. Yr.		
High School / GED						
College/Universities/Technical Schools						

College Major _____ Sem. Hrs. _____ Minor _____ Sem. Hrs. _____

11. Student Teaching Experience:

College _____ College Supervisor _____ Dates _____

School _____ Cooperating Teacher _____ Grade Level _____

Extra-Curricular Activities _____

12. Certification

Alabama Certificate: Rank II, Class B _____ Rank I, Class A _____

Rank I AA _____ Other _____

13. Professional Experience:

Name and Address of Institution (List most recent first) (If not public school, give kind)	Number of Years	DATES		Assignment	Reason for Leaving
		From MM/DD/YY	TO MM/DD/YY		

14. Non-educational Work Experience:

Occupation	Organization/Company	Dates of Employment	Reason For Leaving

15. References:

List 5 references, including superintendents and principals under whom you have taught, or who have firsthand knowledge of your teaching ability. Include a minimum of three reference letters with this application.

Name and Address	Position Title	Telephone Number (include area code)

16. List professional organization membership(s) which you consider relevant to your ability to effectively perform the job for which you have applied:

17. List Extra-Curricular Activities that you might be willing to sponsor: _____
