

**BULLOCK COUNTY SCHOOLS
OFFICE OF THE SUPERINTENDENT**

ATTN.: Personnel Director
108 West Hardaway Street — P.O. Box 231
Union Springs, Alabama 36089

TO: _____ DATE: _____

I am applying for employment with the Bullock County School System in the field of _____

Your evaluation of my qualifications for the position will be a service to the school system and to me. You will find enclosed a stamped and addressed envelope in which to return this form to Bullock County Schools. I appreciate your help.

Full Name of Applicant _____

Prompt return of this evaluation to the above address is requested. The information furnished is confidential and will be used in a professional manner. Your cooperation is greatly appreciated.

BULLOCK COUNTY SCHOOLS

Please check in the appropriate column the factors for which you have adequate information or Appraisal	Above Average	Average	Below Average	I Have No Knowledge Of
PERSONAL				
Appearance				
Character				
"Common Sense"				
Attitude				
Personality				
Physical Health				
Self-Control				
Use of English				
PROFESSIONAL				
Adaptability to New Ideas				
Promptness				
Cooperation				
Knowledge of Subject				
Loyalty				
Reliability				
Classroom Control				
Enthusiasm for Teaching				
Skill in Instructing				
Relationship with parents, students, co-workers				
Oral and Written Communication				
GENERAL EVALUATION				

In what relationship have you known the applicant? Former student Former employee
() Other (specify) _____

Would you employ applicant in such a position? () Yes () Possibly () No

If former employee, why did applicant leave? _____

Supplementary Comments: _____

Our phone number _____ Signature _____

Date _____ Official Position _____

Bullock County School System

108 West Hardaway Street — P. O. Box 231
 Union Springs, Alabama 36089
 Phone (334) 738-2860

Application For Employment

Instruction: The applicant should exercise great care in preparing this application. Read carefully and do not omit any item. Failure to complete in detail may result in this form being void.

(PLEASE PRINT)

Position(s) For Which Applying			Date of Application		
How Did You Learn About Us?					
<input type="checkbox"/> Advertisement		<input type="checkbox"/> Friend		<input type="checkbox"/> Walk-In	
<input type="checkbox"/> Relative		<input type="checkbox"/> Other _____			
Last Name		First Name	M.I.	Social Security Number	
Address		City		State	Zip Code
Telephone Number(s)	Permanent Address and Phone No. If Different From Above				
	Address	City	State	Zip Code	
	Telephone Numbers(s)				

Have you ever filed an application with us before? Yes No
 If Yes, give date _____

Have you ever been employed with us before? Yes No
 If Yes, give date _____

Are you currently employed? Yes No

May we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Yes No
Proof of citizenship or immigration status may be required upon employment.

On what date would you be available for work? _____

Are you available to work: Full Time Part Time Temporary

Can you travel if a job requires it? Yes No

Have you been convicted of a felony within the last 7 years? Yes No
Conviction will not necessarily disqualify an applicant from employment.

If Yes, please explain _____

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or handicap, or any other legally protected status.

Applicant's Statement

Applicant's Statement and Release of Information Authorization

I hereby affirm that all information provided in this application for employment is true and complete to the best of my knowledge. I understand that in the event of employment, any false or misleading information given in my application or interview(s) may result in discharge.

I further understand that neither this document nor any offer of employment from the Bullock County Board of Education constitutes an employment contract unless a specific document is executed by the Bullock County Board of Education and myself in writing.

I hereby authorize investigation of all statements contained in my application for employment with the Bullock County Board of Education as may be necessary in arriving at an employment decision. All persons, firms and entities listed in my application are hereby authorized to release any information or records concerning me to the Personnel Services Division of the Bullock County Board of Education, and I hereby release said persons, firms and entities from any liability as a result of the furnishing of such records and information.

Signature _____

Date _____

Name (Please Print) _____

FOR PERSONNEL DEPARTMENT USE ONLY

Arrange Interview Yes No

Remarks _____

INTERVIEWER _____ DATE _____

Employed Yes No

Date of Employment _____

Job Title _____

Hourly Rate/
Salary _____

Department _____

By _____

NAME AND TITLE

DATE

NOTES _____

EDUCATIONAL PREPARATION

	NAME & ADDRESS OF INSTITUTION	DATES ATTENDED		TYPE OF DEGREE/ DIPLOMA RECEIVED	MONTH & YEAR OF GRADUATION
		FROM	TO		
High School					
College or University					
College or University					
College or University					
Business or Trade School					
Business or Trade School					
Other Formal Training					

College Major(s) _____ Minor(s) _____

Graduate degree in _____

What type of Alabama certification do you hold? (Please list all types)

TYPE	RANK	VALID PERIOD		AREAS OF ENDORSEMENT					ALABAMA TEACHER NUMBER
		July 1, 19	June 30, 19	Major	Major	1	2	3	

ARE YOU HIGHLY QUALIFIED? (NCLB)

YES NO

Note: Please submit a copy of your college transcript.

Within your range of preparation/certification, please list your preferences in teaching assignments:

1. _____
2. _____
3. _____

EMPLOYMENT EXPERIENCE

1	Employer	Telephone ()	Dates Employed	
	Address	Principal/Supervisor	From	To
	Job Title	Reason for Leaving		
	Grade(s) and Subject(s) Taught if employed in Education			
2	Employer	Telephone ()	Dates Employed	
	Address	Principal/Supervisor	From	To
	Job Title	Reason for Leaving		
	Grade(s) and Subject(s) Taught if employed in Education			
3	Employer	Telephone ()	Dates Employed	
	Address	Principal/Supervisor	From	To
	Job Title	Reason for Leaving		
	Grade(s) and Subject(s) Taught if employed in Education			
4	Employer	Telephone ()	Dates Employed	
	Address	Principal/Supervisor	From	To
	Job Title	Reason for Leaving		
	Grade(s) and Subject(s) Taught if employed in Education			

If you need additional space, please continue on a separate sheet of paper.

REFERENCES

NAME	ADDRESS	PHONE	OCCUPATION
1			
2			
3			