

**Application for Employment as Superintendent of the
Bullock County Schools
108 Hardaway Ave. W
Union Springs, AL 36089
(334) 738-2860**

This form, when completed and submitted as provided below, will serve as a preliminary statement of interest in being considered for the position of superintendent of the Bullock (Alabama) County School System. By submitting this statement, the undersigned agrees to have his/her credentials and background reviewed by the Bullock County Board of Education and its officials. The undersigned understands that the Board, through its agents and officials, will conduct initial screening of applicants and will verify the credentials of the applicants. If a person is, with his/her permission, certified to the Board as an applicant, all file materials will become Board property. State law may require that such materials be available for public inspection or produced under the Alabama Open Records law. State law also requires that any applicant interviews be conducted in public. An electronic version of the application for superintendent is available at:

<http://bullockcounty.schoolinsites.com/?DivisionID=3663>

Application and supporting documents should be emailed to the address provided & sent to the following email and mailing addresses:

Email: superintendent.search@bullockco.org

ATTENTION: Bullock County Supt. Search

c/o Dana Hill, Board Attorney

Hill Hill Carter Franco Cole & Black, PC

P.O. Box 116

Montgomery, Alabama 36101-0016

**Application for Employment as Superintendent of
the Bullock County Schools
108 Hardaway Ave. W
Union Springs, AL 36089
(334) 738-2860**

Name:

SSN:

Address:

Previous Name/s:

Home Phone Number:

Work Phone Number:

Cell No.:

Email:

Do you hold a valid Administrative Certificate to serve as an Alabama Superintendent? If no, please give details in your letter of interest. Also list type (types) of certification held. Please attach a copy of your current certificate.

Alabama Yes No Certificate Type: Expiration date

Other State Yes No Certificate Type: Expiration date

When will you be available to start, if approved for hiring?

Are you under contract? Yes No Contract Expiration date:

Please answer the following questions:

1. Do you have the legal right to work in the United States?
 Yes No

2. Are you able with or without reasonable accommodation to perform the functions of the job for which you are applying?
 Yes No

3. Have you ever been released or discharged from employment or resigned to avoid such release or discharge?

Yes No

If yes, please explain. Include date of discharge or resignation and reason for discharge or resignation:

4. I hereby certify that (check the applicable box and provide the information requested):

I have not pleaded guilty to or have been convicted of any violation of criminal law, including criminal convictions resulting from a deferred sentence or a plea of nolo contendere or no contest (minor traffic offenses excepted).

I have pleaded guilty to or have been convicted of a least one violation of criminal law. Please attach and sign a complete description of the circumstances surrounding such conviction. (this may not necessarily disqualify a person from consideration for employment.)

5. Have you ever been disciplined, discharged, or asked to resign from a prior position?

Yes No

6. Have you ever resigned from a prior position after a complaint had been received against you or your conduct was under investigation or review?

Yes No

7. Has your contract in a prior position ever been non-renewed?

Yes No

8. Have you ever not been nominated for re-employment in a prior position or ever had your nomination for re-employment not be approved?

Yes No

9. Have you ever been charged with or investigated for sexual abuse or harassment of another person?

Yes No

10. Have you ever had a professional license or certificate suspended or revoked in any state, or have you ever voluntarily surrendered, temporarily or permanently, a professional license or certificate in any state?

Yes

No

11. Have any court ever deferred, filed or dismissed proceedings without a finding of guilty and required that you pay a fine, penalty or court costs and/ or imposed a requirement as to your behavior or conduct for a period of time in connection with any crime (other than a minor traffic offense)

Yes

No

If you have answered YES to any questions numbered 5 thru 11 provide full details below including, with respect to court actions, the date, offense in question , and the address of the court involved. Attach additional sheets if necessary. Conviction or other disposition of a crime is not necessarily an automatic bar to employment.

12. Personal Statements: As a means of learning more about you, the Board requests that you respond to the questions below. Answer the questions directly and site examples to support your positions. Each response should be limited to no more than one page.

a. Discuss three (3) personal and/or professional characteristics that impress you as the most important for a successful superintendency. Support your selection with specific examples from your own professional experience.

b. If you were to become the new Superintendent of Schools, what specific steps would you take during your first year to move toward a comprehensive understanding of the school system and community?

List experience, service and leadership in any professional, governmental, community or civic organizations.

EMPLOYMENT RECORD:

List your employment, with your most recent employment first. Describe your employment history, accounting for the last 3 positions held. You may include volunteer and paid experience. You may substitute a resume/CV.

Do you have any objections to your present or former employers being contacted for reference purposes. Yes No If Yes, please explain.

Most Recent

Employer:

Position:

Yrs In Position:

Address:

Contact Person:

Title:

Telephone:

Student Enrollment:

School District Budget:\$

List the particular class of employees supervised below. If retired, please use information from your most recent position.

Administrative Staff:

Teachers:

Support:

Highest Salary:\$

Length of Present Contract:

Contract Expiration Date:

Reasons for Leaving (if applicable):

Employer:

Title of Position:

Yrs In Position:

Address:

Contact Person:

Title:

Telephone:

Student Enrollment:

School District Budget:\$

List the number/class of employees supervised below.

Administrative Staff:

Teachers:

Support:

Highest Salary:\$

Reasons for Leaving:

Past Employer:

Title of Position:

Yrs In Position:

Address:

Contact Person:

Title:

Telephone:

List the number/class of employees supervised :

Administrative Staff

Teachers

Support

Highest Salary:\$

Reason for Leaving:

REFERENCES

Please list current information for five references below. Individuals listed should be other than those who have submitted written letters of reference.

	Name	Title	Address	Phone(home/work)
1.				
2.				
3.				
4.				
5.				

EDUCATION HISTORY

Professional Preparation

Highest Degree Earned:

List from most recent to least recent attendance

	University/College	Location	Subject	Degree	Year	GPA
1.						
2.						
3.						
4.						
5.						

Total Number of Years Have You Served As:

Teacher:

Coach:

Principal:

Superintendent:

Other:

List Occupation:

Please submit an official transcript from the institution from which you obtained your highest degree. The official transcript should be mailed to the address listed on page 1 of this application.

Equal Opportunity Employer

The Bullock County Board of Education prohibits discrimination against or harassment of any person employed by or seeking employment with the school district because of race, creed, religion, color, political affiliation or national origin or because of age, physical or mental disability, marital status, or gender when the reasonable demands of the position do not require an age, physical or mental disability, marital status, or gender distinction. People of disability may request reasonable accommodation in the hiring process by contacting the school district personnel office.

Proof of Employability

Any applicant chosen for employment must be able to produce a social security card, driver's license, or some other acceptable form of verification of employment eligibility in the United States pursuant to Form I-9 of the U.S. Department of Justice.

Drug Free/Tobacco Free Policies

The school district is a drug free, tobacco free school and, as such, requires all employees to adhere to specific drug free, tobacco free policies.

All statements and information provided with this application and its attachments, if any, are true and complete. I understand that omission or misrepresentation of material fact or altering this application form may result in refusal of or separation from employment.

Applicant Signature

Date