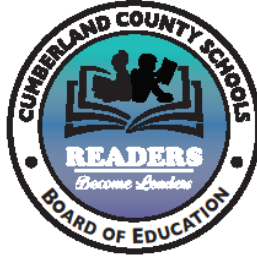


**CUMBERLAND COUNTY SCHOOLS  
SUBSTITUTE TEACHER EMPLOYMENT APPLICATION**



The Board of Education considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.

*(Please Print)*

Please type or print. Complete the entire application

Last Name	First Name	Middle Name
Address	Number	Street
		City
		State
		Zip Code
Home/Cell Number(s)		Social Security Number
E-mail address:		- -

***Must supply a valid teaching license in order to receive certified substitute pay***

Tennessee teaching license Yes \_\_\_\_ No \_\_\_\_ Number \_\_\_\_\_

**EMPLOYMENT PREFERENCES**

**Choose the following schools for which you want to substitute: ALL \_\_\_\_\_** (No need to mark any others if this option is chosen)

**High Schools:** CCHS \_\_\_\_ SMHS \_\_\_\_ Phoenix \_\_\_\_

**Elementary Schools:** Brown \_\_\_\_ Crab Orchard \_\_\_\_ Homestead \_\_\_\_ Martin \_\_\_\_ North \_\_\_\_

Pleasant Hill \_\_\_\_ Pine View \_\_\_\_ South \_\_\_\_ Stone \_\_\_\_

Please state your reason for becoming a substitute teacher: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Do you have a family member working for the Board? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes, state name, relationship, and location \_\_\_\_\_

Are you eligible to work in the U.S.? \_\_\_\_\_ Yes \_\_\_\_\_ No  
*Proof of citizenship or immigration status will be required upon employment*

**The following two questions are strictly voluntary:**

Do you qualify and/or are you claiming Veteran's Preference? \_\_\_\_\_ Yes \_\_\_\_\_ No  
(A copy of your DD-214 will be required to verify military experience)

Do you require an ADA accommodation in order to perform the essential functions of the job? \_\_\_\_\_ Yes \_\_\_\_\_ No

**Have you ever been dismissed from previous employment for improper or unprofessional conduct, neglect of duty, incompetence or insubordination as defined in (TCA §49-5-511), or been non-renewed from a previous contract? \_\_\_Yes \_\_\_No**

**If yes, please explain:**

---

---

---

---

**Other than minor traffic violations, have you ever been convicted of a misdemeanor or felony?**  
\_\_\_\_ Yes \_\_\_\_ No

**If yes, please explain:**

Date	Offense	Disposition

**Additional information may be required to determine employment eligibility.**

**EDUCATION**

School	Name and Address of School	Major	Graduation Date	Diploma/Degree
High School				
Undergraduate College				
Graduate/Professional				

Teaching License Number \_\_\_\_\_ State \_\_\_\_\_

Endorsement Areas \_\_\_\_\_

## WORK EXPERIENCE

Start with your present or latest job. Include any job-related military service assignments. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

<b>Employer</b>	<b>Dates Employed</b> From      To	<b>Work Performed</b>
<b>Address</b>		
<b>Email and Telephone Number</b>	<b>Hourly Rate/Salary</b> Starting      Final	
<b>Supervisor</b>		
<b>Reason for Leaving</b>		
<b>Employer</b>	<b>Dates Employed</b> From      To	<b>Work Performed</b>
<b>Address</b>		
<b>Email and Telephone Number</b>	<b>Hourly Rate/Salary</b>	
<b>Supervisor</b>		
<b>Reason for Leaving</b>		
<b>Employer</b>	<b>Dates Employed</b> From      To	<b>Work Performed</b>
<b>Address</b>		
<b>Email and Telephone Number</b>	<b>Hourly Rate/Salary</b>	
<b>Supervisor</b>		
<b>Reason for Leaving</b>		

<b>Personal/Professional References</b> Do not include family members			
Name	Phone number and email address	Best time to contact	Occupation
1.			
2.			
3.			

## Applicant's Statement

1. I authorize the release of education records, certification, employment references, criminal background check and drug screening (per (TCA ubst§49-5-511) to the authorized employees of the Cumberland County Schools Human Resources Office.
2. I understand that falsification on this application or an unsatisfactory criminal background check, drug screen or physical may result in the offer of employment being rescinded and/or I may be ineligible for future employment with Cumberland County Schools.
3. I understand this offer of employment does not create a contractual obligation upon Cumberland County Schools for continued employment.
4. For employment purposes, incomplete applications will not be considered.
5. I understand that no information will be disclosed to any other agency or individual without my written consent.
6. I authorize the release of the following specific information to Cumberland County Human Resources Employees pursuant to initial or continued employment and other related HR actions.
  - a. Education records
  - b. Reference check information related to employment
  - c. Health, driving records, drug screen results and criminal background checks (per TCA 49-5-413)
7. I understand that no information may be disclosed by either agency to any other individual or agency without the undersigned written consent. Further, this authorization will be automatically revoked upon termination of employment.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of applicant

**Return to:**

**Cumberland County Schools  
368 Fourth Street  
Crossville, TN 38555**