



MESA VALLEY COMMUNITY SCHOOL

EMPLOYEE APPLICATION

Application For: Teacher Other

PERSONAL INFORMATION

Name: LAST _____ FIRST _____ MIDDLE _____

Social Security Number: _____

Are you a citizen of the United States? Yes No If no, do you have a legal right to work in this country? Yes No

Phone Number: _____ Email Address: _____

Mailing Address: _____

City _____ State _____ Zip _____

Have you ever worked in a Mesa County D51 School (including charters)? Yes No

Have you ever applied for a teaching position in Colorado? Yes No

Have you ever applied for a non-teaching position in a Colorado school system? Yes No

Are you retired from a Colorado (PERA) retirement system? Yes No

If yes, name the school system from which you retired _____ Date of Retirement: _____

CERTIFICATION

Are you currently certified (licensed) for the position for which you are applying? Certified Not Certified Taken Praxis

Date of Expiration: _____ Date of Application: _____

Colorado Certificate: Type & Number: _____ Area(s) of certification: _____

Do you currently hold a valid certificate from another state? Yes No If Yes, indicate state: _____

Out-of-State Certificate: Type & Number: _____ Issue Date: _____ Expiration Date: _____

List areas of certification: _____

PREFERRED ASSIGNMENT (Specify grade levels and subjects if applicable)

1st Choice: _____ Special Education Area(s): _____

2nd Choice: _____

What proficiencies do you have in computer technology? _____

ACADEMIC EXPERIENCE: (beginning with the most recent)

Institution and Location	Dates of Attendance		Degree & Date Awarded or Expected	Major or Field of Study	Full or Part Time	GPA in Major/ GPA overall
	From	To				
	Mo/Yr	Mo/Yr				
	Mo/Yr	Mo/Yr				
	Mo/Yr	Mo/Yr				

Explain any instances of probation, dismissal, and/or withdrawal from a course and/or failing grades. Also, describe any extenuating circumstances that may have affected your college grade point average (GPA).

Student Teaching Experience/ Practicum/Internship (Complete this section ONLY if you completed student teaching within the last three years.)

Dates		Name of School & School District	Grade(s) and/or Subject(s) Taught	Name, Email Address, and Phone Number of Cooperating Teacher(s)	Name, Email Address, and Phone Number of University Supervisor(s)
From	To				
Mo/Yr	Mo/Yr				
Mo/Yr	Mo/Yr				

Employment Information or Teaching Experience(beginning with the most recent)

Dates		Name of School & School District or Previous Employer	Grade/Subject or Job Title	Name, Email Address, and Phone Number of School District or Previous Employer	Reason for Leaving
From	To				
Mo/Yr	Mo/Yr				
Mo/Yr	Mo/Yr				
Mo/Yr	Mo/Yr				

Professional References

Non-experienced teachers: References should include student teaching university supervisor(s), cooperating teacher(s) and school Principals
Experienced teachers: References should include principals, supervisors, and others who have observed and/or evaluated you most recently.
All other positions: At least one reference should be from a supervisor

Name & Position	Name of School/Company	Complete Mailing Address	Phone Number (+Area Code)

Additional Information

- When will you be available to start? (month/day/year) _____
- Are you currently under contract? Yes No If Yes, name of school system & expiration date: _____
- Are you related to an employee/board member at Mesa Valley Community School? Yes No
 If Yes, list the employee/board member's name and relationship: _____
 Employee's Name: _____ Relationship: _____
- Have you ever been convicted of a felony? Yes No
- Have you ever been convicted of an offense against the law or are you now under charges for any offense against the law? Yes No
 (You may omit traffic violations other than convictions for driving intoxicated. Also, any offense committed before your 17th birthday which was adjudicated in a juvenile court or under a Youth Offender law).
- Have you ever been terminated or recommended for dismissal by your employer? Yes No

IF YOU CHECKED YES FOR QUESTIONS 4, 5, or 6, explain in the space below or attach an explanation to this application:

Misconduct Disclosure: I authorize MVCS to make investigations and inquiries of my personal, employment, and other related matters as may be necessary in arriving at an employment decision. I hereby release employers, schools, or persons from liability in responding to inquiries in connection with my application. MVCS reserves the right to reject an incomplete application and further reserve the right to dispose of any application which is not current in a one-year period. References and personal information which become a part of this record are to be regarded as confidential and shall not be revealed to me. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employing authority, if employed.

I certify that answers given herein are true and complete to the best of my knowledge. I have read and agree with the information provided to me.

Signature: _____ **Date:** _____

Written Narrative In your own handwriting, describe why you are seeking this position in Mesa Valley Community School.

GENERAL APPLICATION INFORMATION

A complete application package includes:

- Application form
 - Copies of transcripts
 - Copy of PRAXIS/NTE Scores
 - Professional Recommendations
 - Copy teaching certificate(s)
1. This application will remain active for one (1) year from the date the application is signed.
 2. All items in the application package must be received before this applicant will be considered for hiring.