

Holy Cross Episcopal School Teacher Application



Name _____

Address _____

Phone number _____ Email _____ Social security number _____

Education:

Name and address of school

Dates attended

Degree earned

High School _____

Colleges _____

Graduate _____

Please have a copy of your college transcript(s) sent to Holy Cross Episcopal School, 4400 Bell Road, Montgomery, AL 36116.

College Major: _____ Minor _____

Graduate fields: _____

Teaching Experience:

Name of school (include phone number, city, and state)

Principal

Years

Grades/Subjects Taught

Type of certificate held: _____

Grades you prefer to teach: _____

Professional organization membership(s): _____

What professional publications do you read regularly? _____

Provide information about your volunteer activities in your church, community, and professional organizations which you believe may demonstrate your job related abilities. _____

Church membership _____

Holy Cross seeks to develop the God-given gifts and abilities of each student by creating a Christian community in the Episcopal tradition and by providing a nurturing environment in which students of all socio-economic and ethnic backgrounds can grow spiritually, intellectually and physically. Explain how your employment with the school would help to further this mission. _____

List professional references:

| <u>Name</u> | <u>Address</u> | <u>Zip</u> | <u>Phone Number</u> | <u>Position</u> |
|-------------|----------------|------------|---------------------|-----------------|
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |

Name and address of current employer _____

Position _____ Current salary _____

Are you a U. S. Citizen? Yes _____ No _____

List all names under which your employment records may be found for the past ten years.

Have you ever been convicted of a felony? _____ If yes, give complete details on a separate sheet of paper.

I certify that the answers on this application are true and complete to the best of my knowledge. In submitting this application for employment I authorize investigation of all statements contained in it, and I understand and agree that any misrepresentation by me in this application will be sufficient cause for cancellation and/or separation from the School's service if I have been employed. I hereby authorize any person or organization whose name I have given as a reference, or by whom I have been previously employed, to furnish Holy Cross Episcopal School any information any of them have concerning me with respect to my qualifications as an employee, and I hereby release all such persons and organizations from any claims for damages arising as a result of the good faith disclosure of such records or information.

The Fair Credit Reporting Act requires that applicants know that a routine inquiry may be made which will provide job-related information concerning character and reputation. Upon written request, additional information as to the nature and scope of the report, if one is made, will be provided.

I certify by my signature that I have read and agree to all the terms as stated above.

Applicant's signature _____ Date _____

Please return completed application to Holy Cross Episcopal School, 4400 Bell Road, Montgomery, AL 36116.