

ONEIDA SCHOOL DISTRICT

195 S 300 E, Malad, ID 83252

(208) 534-6080 Phone/Fax

Email: erin.doohen@malad.us

APPLICATION FOR CERTIFIED EMPLOYMENT

An Equal Opportunity/Affirmative Action Employer

Name _____ Date of Application _____
Last First Middle

Address _____

Phone _____ Email _____

On a separate sheet of paper, please write an explanation of your major strengths as they pertain to the position for which you are applying, not to exceed 250 words.

PROFESSIONAL INTEREST

State position desired in the school district in order of preference.

*1. _____

2. _____

3. _____

*Primary Position for which application is made

If you have a valid Idaho Teaching Certificate complete the following:

Title Certificate _____

Date Certificate was issued _____

If you do not have a valid Idaho Certificate check here

Where are your credentials on file?

PERSONAL DATA

List those extra-curricular activities which you feel competent to sponsor or direct _____

List those extra-curricular activities which you have sponsored or directed _____

EDUCATION AND PROFESSIONAL TRAINING

(List in order of attendance)

College or University	Location	Dates Attended	Degree Earned	Major	Minor

WORK EXPERIENCE

(List most recent experience first)

Employer	Location	Supervisor	No. of Years	Date From - To	Position/Title

REFERENCES

(If you have had teaching experience list – Superintendents and Principals for whom you have taught, most recent first)

Name	Title	Address	Phone	Year

Notice: Employment will be based on the following procedures unless otherwise noted on vacancy listing:

1. Preliminary screening of applicants will be based on ability to meet job description requirements as evidenced by completed application, placement files and transcripts. Supportive job

related information not on this form nor in credentials may be submitted by the applicant. (Application materials received at the district office more than 10 days after the application deadline will not be accepted.)

2. Additional data will be requested from the candidate or from reference after step one, such as letters of recommendation and other information as determined by the district office.
3. Finalists will be required to attend a personal interview at the district office.
4. A recommendation for employment will be submitted to the Board of Trustees.
5. Notification of employment will be sent to the candidate.
It is the candidate's responsibility to check on employment status. Notice of vacancy closings will be remitted to teacher placement centers and district postings only.

I hereby certify that the information herein is true and complete statement of my personal and professional record to date.

Signature of Applicant

By checking this box, typing your name and entering the date you are signing this document

Date