

4114 MADISON STREET, ELK HORN-KIMBALLTON
105 EAST SCHOOL STREET, EXIRA
EXIRA-EHK COMMUNITY SCHOOL DISTRICT
An Equal Opportunity Employer

APPLICATION FOR EMPLOYMENT
For Certified Position

Position(s) applying for: _____ Date: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Are you seeking full time or part time? _____

Cell Phone: _____ Home Phone: _____

Work Phone: _____ E-Mail _____

Are you under a teaching contract for next year? _____ Where? _____

Do you hold an Iowa Teacher License?

_____ Yes; Please list Iowa Folder Number _____

List endorsements _____

_____ No; Have you applied for an Iowa Teacher License? (circle one) Yes or No

Do you hold a license from another state? (circle one) Yes or No If yes, which state _____

Are you legally eligible to work in the United States? (circle one) Yes or No

Are you a U.S. Citizen? (circle one) Yes or No

Provide name and phone number of person best able to locate you when necessary.

Are you on a sex offender registry? (circle one) Yes or No

Are you on the Department of Human Services' child abuse registry? (circle one) Yes or No

Have you ever been convicted of a felony or misdemeanor? (excluding traffic violations)
(circle one) Yes or No

Responding "Yes" to any of the previous three questions is not an automatic bar to employment. The date of the offense and the relationship between the offense and the position for which you are applying will be considered.

If you answered "Yes" to any of the three previous questions, please provide date, incident, city/state of charge, and explanation of the incident.

Are you able to perform with or without reasonable accommodation, the essential job functions required of the position you applied for? (circle one) Yes or No (if No, please explain below).

Extra Curricular Activities you have participated in:

Extra Curricular Activities you would be willing to coach or sponsor:

To complete this application you must furnish:
letter of application,
current resume'
credentials (letters of reference)
transcripts
proof of Iowa teaching certificate or that one can be obtained
and this signed application document.

Incomplete files will not be considered.

NOTICE OF GRIEVANCE PROCEDURE

Applicants for employment in the school district shall have the right to file a formal complaint alleging discrimination under federal or state regulations requiring non-discrimination in program and employment.

NOTICE OF NON-DISCRIMINATION

Applicants for employment are hereby notified this institution does not discriminate on the basis of age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status.

AGREEMENT

I hereby certify that the above information, and the information included in my application materials, to the best of my knowledge, is true, accurate and complete.

I hereby give former and/or current employers permission to provide any information requested by appropriate personnel of the EXIRA-EHK Community School District regarding my professional competence, performance, and character. I waive any right I may have against any person contacted as a reference concerning this application.

I understand that, if employed, I may be dismissed from employment if false statements are made on this application or my application materials. I also understand that all employees are required to have a physical examination and that a criminal background check will be conducted. I further understand that if I accept a position with the EXIRA-EHK Community School District; this application will become part of my permanent record.

I have read and understand the above statements.

Signature

Date

Remit all application materials to: EXIRA-EHK Community School District
4114 MADISON STREET
ELK HORN, IOWA 51531
712-764-4616
Fax: 712-764-4626
Email:tmiller@exira-ehk.k12.ia.us

