

Application for Certified Employee
Crab Orchard CUSD #3
19189 Cory Bailey Street
Marion, IL 62959

Please submit the following:

1. A letter of interest which includes a statement citing the most significant contributions you have made in your present position.
2. An up-to-date resume
3. Official college transcripts from the university.
4. This completed application.
5. Any additional supportive materials.

All information is to be sent to:

Derek Hutchins, Superintendent
Crab Orchard CUSD #3
19189 Cory Bailey Street
Marion, IL 62959

Crab Orchard CUSD #3 does not discriminate on the basis of race, color, religion, national origin, age, sex, marital status, disability, unfavorable military discharge, or any other unlawful bias in the recruitment, selection, or employment of its employees.

I. Personal Information

Name:

Address:

Name of School District or most recent Employer:

Current Supervisor:

United State Citizen: Yes

No

Is there any reason that will prevent you from accepting any school assignments or attending meetings or other activities held after regular school hours?

What foreign languages do you speak or write?

II. Professional Information

Do you possess a valid Illinois Certificate? (Attach copy). Yes

No

What is the exact title and type of certificate?

Date Issued:

Subjects that appear on certificate:

III. Professional Preparation:

Education:

Degree	Name of School and Location	Date Received
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Practice Teaching:

School	Subject and Level	Name of Cooperating Teacher
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Employment History:

Institution and Location	Position	Reason for Leaving
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Have you ever been dismissed from a position or asked to resign? Yes No

Are you willing and qualified to perform Extra-curricular and/or coaching assignments? Yes No

Crab Orchard CUSD #3 is committed to diversity, therefore, careful consideration will be given to candidates who can effectively demonstrate professional competencies in instruction and educational philosophy which enhances racial, ethnic, disabled, or gender diversity in curricular programming. Briefly describe your expertise and background interests in dealing with the aforementioned areas of education.

IV. Statement by Applicant

Briefly state your reason for applying for a position with this district.

V. References

Provide written references from people who are familiar with your professional growth.

Name	Current Position	Address	Phone
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VI. Affirmation:

I hereby affirm that the matter and facts set forth on this application are true and correct and I further understand that the employer will thoroughly investigate my work and personal history and verify all data given on this application, on related papers, and in interviews. I authorize all individuals, schools and firms named therein, except my current employer, if so noted, to provide any information requested about me, and I release them from all liability for damage providing this information.

I certify that all statements herein are true and understand that any falsification or willful omission shall be sufficient cause for dismissal or refusal of employment, and may constitute a Class A misdemeanor.

Date

Signature of Applicant