



De Soto School District #73

610 Vineland School Road
De Soto, Missouri 63020
(636)-586-1000

**Employment Application
Certificated Personnel**

Certified

Personal Data

Application Date: _____

Last Name	First Name	Middle Name	Social Security Number
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Other names that may appear on your transcripts or records: _____

Current Address: _____

Street	City	State	Zip
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Current Telephone: _____

Permanent Address: _____

Street	City	State	Zip
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Permanent Telephone: _____

When are you available to work: _____

Certification

List current Teaching Certificates held. ***If you are currently a student, indicate below the certification you will receive upon graduation.

Type	Exp. Date	State(s)	Subject(s)/Area(s)	Grade Level(s)
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Other information regarding your certification and/or certification status:

Total College Hours: _____

Positions Desired

For Elementary, list preferred grade level(s). For Junior High or Senior High, list subject preferences.

Subject/Grade	Building
_____	_____
_____	_____
_____	_____

Educational Preparation

<i>Education and Location of School or Institution</i>	<i>Date of Attendance</i>	<i>Degree Received</i>	<i>Year of Graduation</i>	<i>Major</i>	<i>Hours in Major</i>
<i>High School</i>					
<i>Undergraduate Colleges or Universities</i>					
<i>Graduate Colleges or Universities</i>					

Undergraduate Cumulative G.P.A. _____ Graduate Cumulative G.P.A. _____

Prior Employment

<i>Name and Location of School or Business</i>	<i>Position</i>	<i>Dates</i>	<i>Years Full-Time</i>	<i>Years Part-Time</i>	<i>Reason for Leaving</i>

References—Please do not use family members

<i>Name</i>	<i>Position/Relationship</i>	<i>Phone</i>

Have you ever been convicted of a crime? Write Yes or No _____

Read Carefully Before Signing

In submitting this application I authorize De Soto School District #73 to contact all listed references; to make all contacts appropriate to my past vocational educational history and to maintain all such information in a confidential file available only to the De Soto School District #73 as a prospective employer. I understand that any falsification or omission of information that might affect the objective evaluation of my application may result in the immediate termination of my application/employment. I understand a fingerprint-based background check by the family care safety registry, Missouri Highway Patrol and FBI is required for employment. I understand the District is authorized to receive fingerprint-based criminal history record information.

Applicant Signature

Date

College transcripts which are pertinent to the consideration of this application must be filed with the Superintendent's Office. Detailed response to all items including adequate references and transcripts will expedite the processing of your application. Applications are kept on file for 12 months. If you wish to keep your application active, written notification must be received at the Superintendent's Office within one year of the date of this application.

Notice of nondiscrimination: The De Soto School District #73 does not discriminate on the basis of race, color, sex, handicap, or national origin in admission or access to, and treatment or employment in its programs and activities as required by Title VI, Title IX, and Section 504.