

DARIEN PUBLIC SCHOOLS
P.O. Box 1167, Darien, CT 06820-1167
Telephone: (203) 656-7415 Fax: (203) 656-3052

APPLICATION FOR TEACHING POSITION

Please complete all portions of this application that pertain to you. Do not reference your resume.

NAME _____
 Last First Middle Social Security Number* Date of Application

PRESENT ADDRESS _____
 Street City State ZIP

TELEPHONE: _____
 Home Work Cell

FAX: _____
 Email _____

Certification Information

1A. Are you certified as an educator in the State of Connecticut? Yes No
 If yes, please provide the following information and attach copies of your certifications:

Type of Certificate	Expiration Date	Endorsements & Grade Levels

1B. Have you taken and passed the Praxis I? Yes _____ No _____ Waiver _____ Date _____
Please attach copy of test scores or waiver.
 Have you taken and passed the Praxis II? Yes _____ No _____ Not applicable _____
 Content Area(s) _____ Please attach copy of test scores

II. If you are NOT certified as a teacher in Connecticut, have you applied for Conn. certification? Yes No
 Type of certificate requested: _____
 Endorsement(s) _____ Date applied _____

III. Other Teaching Certifications:
 State: _____ Type: _____ Grades/Subjects: _____

Teaching Positions and Level for Which You Are Applying

List grades and/or subject in order of preference.

1. _____ 2. _____ 3. _____

Educational Preparation (Undergraduate, Graduate)
(Please fill in completely and attach separate sheet if necessary.)

School Name/Location	Date Graduated	Degree Earned	Dates Attended	Major	QP Average Major	QP Average Overall

Current teaching position:

 School Name and Location Position Grade/Subject Date of Hire

* If you are hired, you will be required to present your Social Security Card.

Prior Teaching Experience (excluding student teaching). List in order of most recent first.

School/District Name & Location	Position	From	To	Reason for Leaving

Other Employment Experience (Include self-employment and student teaching. List most recent first.)

Employer	Position	From	To	Reason for Leaving

General Information:

List other experiences related to working with youths, i.e. summer occupations, social services, and recreation:

Honors and awards:

Foreign travel, languages, and/or study:

Other special interests and abilities:

Co-curricular activities (list any areas of co-curricular activities you would be interested in supervising):

Athletic Activities (list any athletic activities you would be interested in supervising):

Are you legally authorized to be employed in the United States? Yes No

If you are offered employment, you will be required to verify, according to law, your identity and your authorization or eligibility to be employed in the United States.

Are you aware of any physical or mental impairments that might prevent you from performing the duties of the position you are seeking? Yes No

If yes, please explain. _____

Have you attained tenure in another Connecticut district? Yes No

If yes, please attach proof.

Have you successfully completed the BEST Program? Yes No

If yes, please attach proof.

References: Please include letters from three professional references. We are especially interested in the names of people who have observed your work in the classroom. Beginning teachers may indicate below that their placement file is being issued in place of the reference section but only if the file contains the reports of the cooperating teacher, college supervisor, and a professor in the teaching field. If it does not, please list these references. evaluated your work.

Full Name	Position	Official Mailing Address	Telephone	Permission to contact prior to interview? Circle
				Yes No
				Yes No
				Yes No

Please use the space below to explain the techniques and planning process you use to meet the individual needs of students in the classroom. Kindly limit your comments to one page.

Print Name: _____

I understand in signing this application for employment that background checks, including checks of criminal history, may be conducted, and that any misrepresentation of facts provided by me or omission of facts called for in connection with my application for employment will enable the Board to reject this application and will subject me to dismissal from employment (and, if I am covered by a written agreement, will constitute just cause for my discharge). I understand that if I am offered employment, I will be required to submit fingerprints for a state and national criminal history check in accordance with Connecticut General Statutes Section 10-221d.

Signature of Applicant

Date

It is the policy of the Darien Public Schools not to discriminate on the basis of race, color, religious creed, age, marital status, national origin, ancestry, gender, sexual orientation, mental disability, or physical disability in any of its educational programs, activities, or employment policies.

To be considered complete, this application must be accompanied by:

1. Letter of Application
2. Certification by the State of Connecticut or evidence of eligibility for certification
3. Transcript of college grades and degree verification
4. Letters of reference (minimum of 3)
5. Attached Addendum (page 6)
6. Attached Employment Information Authorization and Release (page 7)

ADDENDUM

Print Name: _____

Have you ever been convicted of a crime? If yes, please explain on a separate sheet of paper. Yes No

“Conviction” for this application, means a final judgment or verdict of guilty, a plea of guilty, or a plea of nolo contendere, in any state or federal court, regardless of whether an appeal is pending or could be taken. “Conviction” does not include a final judgment or verdict that has been expunged by pardon, reversed, set aside or otherwise rendered invalid. Further, you are **not required to disclose** any arrest(s), criminal charge(s) or conviction(s) the record(s) of which have been **erased under law**. Such records can include records of a finding of delinquency or that a child was a member of a family with service needs, adjudication of youthful offender status, criminal charges dismissed or nolle, or charges for which a person is found not guilty or a conviction later resulting in an absolute pardon.

Further, any person whose criminal records have been erased is deemed under law never to have been arrested with respect to such erased proceedings and may so swear under oath.

A history of criminal conviction(s) will not necessarily bar consideration of employment. Factors such as the time, seriousness and nature of the offense, as well as rehabilitation, will be taken into account.

Should you have any questions about answering questions on this application, or your rights concerning erased records, please inquire of one of the two Assistant Superintendents of Schools. Are there any criminal charges currently pending against you? Yes No
If yes, please explain on a separate sheet.

Signature of Applicant

Date

Print Name: _____

**Confidential Employment Information
Authorization and Release**

The undersigned, _____, hereinafter referred to as Applicant, hereby authorizes any former employer to provide information about his or her employment to the Darien Public Schools, 2 Renshaw Road, P.O. Box 1167, Darien, Connecticut 06820-1167, hereinafter referred to as the District. Information to be appropriately released may include but not be limited to:

- Dates of employment
- Positions held
- Performance evaluations
- Professional assessments of strengths, skills, and abilities
- Attendance record
- Criminal record
- Reason(s) for leaving employment
- Other information pertinent to position applied for

Any information acquired by the District under this authorization shall be for its confidential use only and shall not be communicated in any way to other employers, agencies, educational institutions or any other business or organization requesting such information for any purpose. Furthermore, the District shall use the information acquired under this authorization solely to determine the applicant's qualification for the position applied for or to verify credentials claimed and/or other information supplied by the Applicant.

The undersigned Applicant, to the extent permitted by law, hereby releases the former employer from any and all liability resulting from the release of the aforesaid information to the District. This release covers all injuries, damages, and claims whether known or not and which may hereafter appear or develop, arising from the providing of such information as authorized above. Specifically, the undersigned agrees to release and hold harmless the former employer, its agents or employees from any and all claims resulting from or due to the release of the requested information arising under state civil rights statutes, breach of contract, interference with contractual relations, unintentional misrepresentation, defamation, any violation of a state or federal constitution, invasion of privacy, or any federal or state violation or cause of action including the undersigned's individual employment contract and/or applicable collective bargaining agreement, whether currently in effect or previously in effect.

Applicant's Signature

Date