

## COSMOPOLIS SCHOOL DISTRICT

1439 Fourth Street, P.O. Box 479, Cosmopolis, WA 98537

Telephone: 360.532.7181 Fax 360.532.1535

### Certificated Employment Application

Equal Opportunity Employer

Date: \_\_\_\_\_

<u>Name</u>	<u>Last</u>	<u>First</u>	<u>Middle</u>	<u>Telephone:</u>
<u>Address:</u>	<u>Street</u>	<u>City</u>	<u>State</u>	<u>Zip</u>

Specific position for which you are applying for: \_\_\_\_\_

Elementary Teacher:                      \_\_\_\_\_ Preschool                      \_\_\_\_\_ Special Education  
   \_\_\_\_\_ K-3    \_\_\_\_\_ Other  
   \_\_\_\_\_ 4-6

Specify areas qualified to teach: \_\_\_\_\_

Check the type of employment you prefer:      \_\_\_\_\_ Full-time      \_\_\_\_\_ Part-time      \_\_\_\_\_ Substitute

#### **Certification**

List below Teaching, ESA, Administrative, and Special certificates or licenses held.

Type of Certificate	Number	Level/Area Endorsement	Issue Date	Expiration Date

#### **General Information and Instructions:**

1. A completed application is required for all candidates. If employed, the application form will become a part of the permanent employment records. A complete application includes: District application form, resume, letter of application specifically addressing your ability to meet the qualifications and criteria of the position for which you are applying, placement file of letters of recommendations, and copy of valid Washington State teaching/administrative certificate (s). The application should be mailed to the address listed above.
2. Applications are kept for a period of one year. If a position becomes available during that time, you may request that your application be activated and that you be considered for that position
3. A completed application must be received by the District prior to the closing date on the job posting announcements.
4. Present or past employer may be contacted for references as part of the selection process.
5. Contact the District office at 360.532.7181 if you have any questions regarding your application.

**Academic Preparation**

Name of Institution	City & State	Dates From & To	Degrees & Dates	Major/Minor

**Student Teaching**

Name of School	Address, City, State	Dates From & To	Supervisor

**Professional References**

Name	Position	Company Name & Address	Telephone Number

**Teaching/Administrative Experience**

District	Address	Dates From & To	Grades/Subjects Taught	Reason for Leaving

**Experience Other Than Teaching (include Military Service)**

Employer	Address	Dates From & To	Position	Reason for Leaving

## Co-Curricular Activities

Please indicate the activities you are qualified to Direct (D), Coach ©, or Assist (A). List any other which you feel may be relevant to the position

\_\_\_\_\_ Band

\_\_\_\_\_ Drama

\_\_\_\_\_ Newspaper

\_\_\_\_\_ Basketball

\_\_\_\_\_ Intramurals

\_\_\_\_\_ Volleyball

\_\_\_\_\_ Choral

\_\_\_\_\_ Knowledge Bowl

\_\_\_\_\_ Yearbook

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Special Training & Qualifications

### Instructional Improvements

\_\_\_\_\_ School Improvements Planning

\_\_\_\_\_ Computer Training

\_\_\_\_\_ Child Abuse/Personal Safety

\_\_\_\_\_ Nine Characteristics of High Performing Schools

\_\_\_\_\_ ESEA (No Child Left Behind)

\_\_\_\_\_ Assessments/Scoring/Rubrics

### Training in Specialized Students Needs

\_\_\_\_\_ Behavior Management

\_\_\_\_\_ Harassment, Intimidation, Bullying

\_\_\_\_\_ Six-Trait Writing

\_\_\_\_\_ Hands-On Math

\_\_\_\_\_ Hands-On Science

\_\_\_\_\_

## Personal Information

Circle one:

Are you legally authorized to work in the United States

Yes

No

Have you previously been employed by the Cosmopolis School District

Yes

No

If yes, please give dated and position: \_\_\_\_\_

Have you ever been dismissed or asked to resign from a position in the past ten years Yes No

Have you ever resigned rather than face disciplinary action and/or nonrenewal by an employer in the past ten Years?

Yes No

If yes, explain: \_\_\_\_\_

Federal and/or state criminal history fingerprinting background checks will be required of candidates who will or may have unsupervised access to children or to persons with developmental disabilities. Any offer of employment is conditional and subject to an acceptable outcome of a criminal history background check.

In accordance with the immigration and Reform Control Act, the Cosmopolis School District will employ persons legally authorized to work in the United States. Employment is conditional on providing proof of eligibility within three (3) days of employment.

I have read and understand the above statements.

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

## Applicant Disclosure From Pursuant to Chapter 43.43 RCW

1. Have you ever been convicted of any crimes against persons as defined in Section 43.43 RCW and listed as follows: Aggravated murder; first or second degree murder; first or second degree kidnapping; first, second, or third degree assault; or third degree assault; first, second, or third degree assault of a child; first or second degree rape; first or second degree rape of a child; first or second degree robbery, first second degree robbery, first degree arson, first degree burglary, first or second degree manslaughter; first or second degree extortion; indecent liberties; incest; vehicular homicide; first degree promoting prostitution; communication with a minor; unlawful imprisonment; simple degree criminal mistreatment; child abuse or neglect as defined in RCW 26.44.020; first or second degree custodial inference; malicious harassment; first, second, or third degree misconduct with a minor; patronizing a juvenile; child abandonment; promoting pornography, selling or distributing erotic material to a minor; custodial assault; violation of a child abuse restraining order; child buying or selling; felony indecent exposure; or any of these crimes that may be renamed in the future?

\_\_\_\_ Yes \_\_\_\_ No If yes, explain \_\_\_\_\_

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2. Have you been convicted of crimes, relating to financial exploration if the victim was a vulnerable adult as defined in Chapter 43.43.830 (6) RCW amended, and listed as follows: first, second, or third degree theft; first or second degree robbery; forgery; or any of these crimes as they may be renamed in the future?

\_\_\_\_ Yes \_\_\_\_ No If yes, explain \_\_\_\_\_

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3. Have you ever been found in any dependency action under RCW 13.34.040 to have sexually assaulted or exploited any minor or to have physically abused any minor?

\_\_\_\_ Yes \_\_\_\_ No If yes, explain \_\_\_\_\_

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4. Have you ever been found by a court in a domestic relations proceeding under Title 26RCW to have sexually assaulted or exploited any minor or to have physically abused any minor?

\_\_\_\_ Yes \_\_\_\_ No If yes, explain \_\_\_\_\_

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5. Have you ever been found in any disciplinary board final decision to sexually or physically abuse any minor or developmentally disabled person or to have abused or financially exploited any vulnerable adult?

\_\_\_\_ Yes \_\_\_\_ No If yes, explain \_\_\_\_\_

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6. Have you ever been found by a court in a protection proceeding under Chapter 74.34 RCW to have abused or financially exploited a vulnerable adult?

\_\_\_\_ Yes \_\_\_\_ No If yes, explain \_\_\_\_\_

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7. Have you ever been convicted, fined, imprisoned, or placed on probation of any crime for any violation of any law? For the purposes of this question, the term "convicted" means and includes: (1) all instances in which a plea of guilty or nolo contendere is the basis for the conviction and (2) all proceedings in which a charge has been deferred from prosecution or the sentence has been suspended or deferred. A conviction does not necessarily exclude you from employment.

\_\_\_\_ Yes \_\_\_\_ No If yes, explain \_\_\_\_\_

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8. Are you now the subject of a complaint made to the Office of the Superintendent of Public Instruction (OSPI) which asks OSPI to investigate whether or not you have committed an act of unprofessional conduct, as defined in WAC 180-187, or whether you are of good moral character and personal fitness in WAC 180-75-081?

\_\_\_\_ Yes \_\_\_\_ No If yes, explain \_\_\_\_\_

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Pursuant to RCW 9A.72.085, I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct. I authorize the Cosmopolis School District to inquire of former employers, supervisors, peers and references, and to obtain any and all information regarding my job related background. I release and discharge the Cosmopolis School District and its agents, and individuals inquired as of a result of this application from any and all liability in obtaining or disclosing such information. I agree that if I have provided false, misleading, or incomplete information, the District may, at its sole discretion, without notice or due process procedures, terminate my employment. If such action is taken by the District, it is agreed that any employment contract deemed to exist shall be void from its inception.

Print Name: \_\_\_\_\_ Signature \_\_\_\_\_

Date: \_\_\_\_\_

## Cosmopolis School District

Discrimination in the Cosmopolis School District is prohibited under Title VII of the Civil Rights Act of 1964 and by RCW 49.60 which prohibits discrimination on the basis of race, creed, color, national origin, age, sex, marital status, or the presence of a physical, sensory, or mental handicap. Recognizing the legal as well as obligation to make equal employment opportunity a reality, named school district has implemented an Affirmative Action Program. The goal of this program is proportionate representation of the entire community at all levels of the school district's programs.

For the purpose of effectively implementing the Affirmative Action Plans, we would appreciate you providing the information below. **This is entirely voluntary and will remain confidential.** This information will not be filed with or mad part of your application.

Please check the correct items in each of the following categories:

**Sex**    ☐ Male    ☐ Female

### **Ethnic**

☐ **Asian or Pacific Islander**

A person with origins in any of the original people of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area Includes, China, Japan, Korea, the Philippines, and Samoa.

☐ **Black (Non-Hispanic)**

A person with origins in any of the black racial groups of Africa who is not of Hispanic origin.

☐ **Native American or Alaskan Native**

A person with origins in any of the original people of North America and who maintains cultural identification through tribal affiliation of Community recognition.

☐ **Hispanic/Latino**

A person of Mexican, Puerto Rican, Cuban, South American, or the other Spanish culture of origin regardless of race.

☐ **White**

A person with origins in any of the original people of Europe, North Africa, or the Middle East who is not of Hispanic origin.

☐ **Other** \_\_\_\_\_

### **Other Protected Groups**

☐ **Vietnam Era Veteran**

I am a veteran of the Vietnam era; i.e.; I served on active duty for more than 180 days, some part of which occurred between August 5, 1964, and May 7, 1975, and I was discharged with other than a dishonorable discharge; or I was discharged or released from active duty for A service-connected disability during the same period.

☐ **Disabled Veteran**

I am a disabled veteran; i.e.; I am entitled to disability compensation under the laws administered by the Veterans Administration for A disability rated at 30% or more, or I was discharged or released from active duty for a disability incurred or aggravated in the line Of duty.

☐ **A person 40 or over**

☐ **Disabled**

(As per Section 504)