

How were you referred to us:

___Newspaper Ad ___N.M. R.E.A.P. ___on my own ___Employee ___Agency
___Other

Name of referral source: _____

Are you fluent in any languages other than English, please specify language and degree of fluency:

GENERAL INFORMATION

TYPE OF WORK DESIRED: (Indicate the position for which you are applying.)

Date you are available for work: _____

Do you have any other commitments to another employer which might affect your employment with us? ___yes ___no

Can you operate computers? ___yes ___no

Indicate what programs: (Excel, Word, etc.)_____

Are you a U.S. Citizen? ___yes ___no

If no, what type of visa do you hold? _____

Present state of health: _____

Are you willing to undergo a pre-employment physical? _____

Have you previously applied for employment with the Mosquero Schools? ___yes ___no

Have you previously been employed by the Mosquero Municipal Schools? ___yes ___no

EDUCATION INFORMATION

HIGH SCHOOL:

Name _____ Date Attended _____

Address _____

* Highest Grade Completed: _____

COLLEGE:

Name _____ Date Attended _____

Address _____

Type of Course or Major _____

* Degree Received: _____

GRADUATE SCHOOL:

Name _____ Date Attended _____

Address _____

Type of Course or Major _____

* Degree Received: _____

***Note: Include a copy of your most current transcript. Official copies will be required if employed.**

MILITARY EXPERIENCE:

Were you in the Armed Forces? _____ What Branch? _____

Dates of Service: From: _____ To: _____ Type of Discharge: _____

Rank at Separation: _____

Briefly describe your M.O.S.: _____

EXPERIENCE INFORMATION

Must be completed in detail listing ALL prior employment.

Most recent Employers _____

Address _____

_____ Phone #: _____

Your Job Title _____ Supervisor _____

Employed From: (Date) _____ TO: (Date) _____

Duties _____

Reason for leaving _____

Other Employer _____

Address _____

_____ Phone #: _____

Your Job Title _____ Supervisor _____

Employed From: (Date) _____ TO: (Date) _____

Duties _____

Reason for leaving _____

Other Employer _____

Address _____

_____ Phone #: _____

Your Job Title _____ Supervisor _____

Employed From: (Date) _____ TO: (Date) _____

Duties _____

Reason for leaving _____

Other Employer _____

Address _____

_____ Phone #: _____

Your Job Title _____ Supervisor _____

Employed From: (Date) _____ TO: (Date) _____

Duties _____

Reason for leaving _____

Other Employer _____

Address _____

_____ Phone #: _____

Your Job Title _____ Supervisor _____

Employed From: (Date) _____ TO: (Date) _____

Duties _____

Reason for leaving _____

Other Employer _____

Address _____

_____ Phone #: _____

Your Job Title _____ Supervisor _____

Employed From: (Date) _____ TO: (Date) _____

Duties _____

Reason for leaving _____

Other Experience: (Applicant must add sheets reflecting ALL prior employment

REFERENCES INFORMATION

Name and mailing address of College Placement Bureau (if currently on file):

Please list below references whom we may contact. List Administrators, Professors and Supervisors associated with previously listed training and experience. Be sure to provide complete addresses and phone numbers.

| <u>Name</u> | <u>Address</u> | <u>City</u> | <u>State</u> | <u>Zip</u> | <u>Phone</u> |
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I DO _____ DO NOT _____, waive my right to review information provided by my references.

I _____ (printed name) hereby authorize Mosquero Municipal Schools to solicit references from any individuals and/or organizations and to make inquiries into my previous employment record. I give permission to you and all such individuals, organizations and employers to release any information, confidential or otherwise, regarding my past employment, or my suitability for future employment, and hereby release you and all such individuals, organizations, and employers from all claims or actions resulting from furnishing the information.

Signature: _____ Date: _____

EMPLOYMENT QUESTIONS

Failure to answer any questions truthfully and fully may result in rejection of your application or result in termination of your contract according to procedures established by law.

Have you ever failed to fulfill a teaching or administrative contract ? _____ yes _____no

Has disciplinary action ever been taken against you by any board of education? _____ yes _____no

Have you ever been convicted of a felony or of a misdemeanor or moral turpitude? _____ yes _____no

Are charges pending against you alleging commission of a felony or of a Misdemeanor or moral turpitude? _____ yes _____no

If you have answered yes to any of the above questions, explain fully, including dates, offenses, disposition, changes and current status.

AGREEMENT: (Please read the following statements carefully)

I hereby affirm that the information provided on this application (and accompanying required resume) is true and complete to the best of my knowledge and agree that falsified information or significant omissions may disqualify me from further consideration for employment and may be considered justification for dismissal if discovered at a later date.

I authorize persons, schools, current employer (if applicable) and previous employers and organizations named in this application (and accompanying resume) to provide the Mosquero Schools with any relevant information that may be required to arrive at an employment decision.

I authorize the Mosquero Municipal Schools or it's agent, to conduct a background investigation. Derogatory information disclosed in the investigation may exclude me from employment with the Mosquero Municipal Schools.

I understand that the Mosquero Municipal School District will request a Summative Evaluation Document from my former New Mexico School District where I was employed and I herein give my permission for the district to do so.

Signature _____

Date _____

